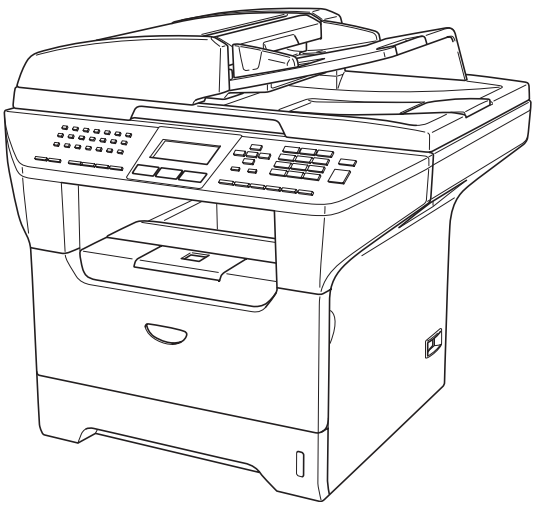
USER'S GUIDE



MFC-8460N
MFC-8860DN
MFC-8870DW

If you need to call Customer Service

Please complete the following information for future reference:

Model Number: MFC-8460N, MFC-8860DN and MFC-8870DW
(Circle your model number)

Serial Number: [1] _____

Date of Purchase: _____

Place of Purchase: _____

[1] The serial number is on the back of the unit. Retain this User's Guide with your sales receipt as a permanent record of your purchase, in the event of theft, fire or warranty service.

Register your product on-line at

http://www.brother.com/registration

By registering your product with Brother, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

The most convenient and efficient way to register your new product is online at http://www.brother.com/registration

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Brother numbers

IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made ***from within*** that country.

Register your product

By registering your product with Brother International Corporation, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt;
- may support an insurance claim by you in the event of product loss covered by insurance; and,
- will help us notify you of enhancements to your product and special offers.

Please complete and fax the Brother Warranty Registration And Test Sheet or, for your convenience and most efficient way to register your new product, register on-line at

http://www.brother.com/registration

FAQs (frequently asked questions)

The Brother Solutions Center is our one-stop resource for all your Fax Machine/Multi-Function Center needs. You can download the latest software and utilities and read FAQs and troubleshooting tips to learn how to get the most from your Brother product.

http://solutions.brother.com

Note

You can check here for Brother driver updates.

For Customer Service

In USA:	1–800–284–4329 (voice) 1–901–379–1215 (fax) 1–800–284–3238 (TTY service for the hearing-impaired)
In Canada:	1–877–BROTHER (voice) (514) 685–4898 (fax)

Service Center Locator (USA only)

For the location of a Brother authorized service center, call 1–800–284–4357.

Service Center Locations (Canada only)

For the location of a Brother authorized service center, call 1–877–BROTHER.

Brother fax back system (USA only)

Brother has installed an easy-to-use fax back system, so you can get instant answers to common technical questions and product information for all Brother products. This system is available 24 hours a day, 7 days a week. You can use the system to receive faxed instructions and an Index of fax back subjects.

In USA only: 1–800–521–2846

Ordering accessories and supplies

For best quality results use only genuine Brother accessories, which are available at most Brother retailers. If you cannot find the accessory you need and you have a Visa, MasterCard, Discover, or American Express credit card, you can order accessories directly from Brother. (In the USA, you can visit us online for a complete selection of the Brother accessories and supplies that are available for purchase.)

In USA: 1–888–879–3232 (voice)
1–800–947–1445 (fax)

http://www.brothermall.com

In Canada: 1–877–BROTHER (voice)

Description	Item
Toner Cartridge	TN-550 (Standard, Prints approx. 3,500 pages) TN-580 (High yield, Prints approx. 7,000 pages)
Drum Unit	DR-520
Telephone Line Cord	LG3077001
IEEE-1284 Bi-directional Cable	F2A046-10
Paper Tray #2 (Option)	LT-5300
User's Guide	LP2019001 (English for USA and Canada) LP2019002 (French for Canada)
Quick Setup Guide	LP2024001 (English for USA and Canada) LP2024002 (French for Canada)

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Compilation and Publication Notice

Under the supervision of Brother Industries Ltd., this manual has been compiled and published, covering the latest product descriptions and specifications.

The contents of this manual and the specifications of this product are subject to change without notice.

Brother reserves the right to make changes without notice in the specifications and materials contained herein and shall not be responsible for any damages (including consequential) caused by reliance on the materials presented, including but not limited to typographical and other errors relating to the publication.

Brother® One Year Limited Warranty and Replacement Service (USA only)

Who is covered:

- This limited warranty ("warranty") is given only to the original end-use/retail purchaser (referred to in this warranty as "Original Purchaser") of the accompanying product, consumables and accessories (collectively referred to in this warranty as "this Product").
- If you purchased a product from someone other than an authorized Brother reseller in the United States or if the product was used (including but not limited to floor models or refurbished product), prior to your purchase you are not the Original Purchaser and the product that you purchased is not covered by this warranty.

What is covered:

- This Product includes a Machine and Consumable and Accessory Items. Consumable and Accessory Items include but are not limited to print heads, toner, drums, ink cartridges, print cartridges, refill ribbons, thermal PLUS paper and thermal paper.
- Except as otherwise provided herein, Brother warrants that the Machine and the accompanying Consumable and Accessory Items will be free from defects in materials and workmanship, when used under normal conditions.
- This warranty applies only to products purchased and used in the United States. For products purchased in, but used outside, the United States, this warranty covers only warranty service within the United States (and does not include shipping outside the United States).

What is the length of the Warranty Periods:

- Machines: one year from the original purchase date.
- Accompanying Consumable and Accessory Items: 90 days from the original purchase date or the rated life of consumable, whichever comes first.

What is NOT covered:

This warranty does not cover:

1 Physical damage to this Product;

2 Damage caused by improper installation, improper or abnormal use, misuse, neglect or accident (including but not limited to transporting this Product without the proper preparation and/or packaging);

3 Damage caused by another device or software used with this Product (including but not limited to damage resulting from use of non Brother®-brand parts and Consumable and Accessory Items);

4 Consumable and Accessory Items that expired in accordance with a rated life; and,

5 Problems arising from other than defects in materials or workmanship.

6 Normal Periodic Maintenance Items, such as Paper Feeding Kit, Fuser and Laser Units.

This limited warranty is VOID if this Product has been altered or modified in any way (including but not limited to attempted warranty repair without authorization from Brother and/or alteration/removal of the serial number).

What to do if you think your Product is eligible for warranty service:

Report your issue to either our Customer Service Hotline at 1–800–284–4329 for Fax, MFC and machine and 1–800–276–7746 for Printers, or to a Brother Authorized Service Center **within the applicable warranty period**. Supply Brother or the Brother Authorized Service Center with a copy of your dated bill of sale showing that this Product was purchased within the U.S. For the name of local Brother Authorized Service Center(s), call 1–800–521–2846.

What Brother will ask you to do:

After contacting Brother or a Brother Authorized Service Center, you may be required to deliver (by hand if you prefer) or send the Product properly packaged, freight prepaid, to the Authorized Service Center together with a photocopy of your bill of sale. **You are responsible for the cost of shipping, packing product, and insurance (if you desire). You are also responsible for loss or damage to this Product in shipping.**

What Brother will do:

If the problem reported concerning your Machine and/or accompanying Consumable and Accessory Items is covered by this warranty and if you first reported the problem to Brother or an Authorized Service Center within the applicable warranty period, Brother or its Authorized Service Center will repair or replace the Machine and/or accompanying Consumable and Accessory Items at no charge to you for parts or labor. The decision as to whether to repair or replace the Machine and/or accompanying Consumable and Accessory Items is made by Brother in its sole

Brother® One Year Limited Warranty and Replacement Service (USA only)

discretion. Brother reserves the right to supply a refurbished or remanufactured replacement Machine and/or accompanying Consumable and Accessory Items and use refurbished parts provided such replacement products conform to the manufacturer's specifications for new product/parts. The repaired or replacement Machine and/or accompanying Consumable and Accessory Items will be returned to you freight prepaid or made available for you to pick up at a conveniently located Authorized Service Center.

If the Machine and/or accompanying Consumable and Accessory Items are not covered by this warranty (either stage), you will be charged for shipping the Machine and/or accompanying Consumable and Accessory Items back to you and charged for any service and/or replacement parts/products at Brother's then current published rates.

The foregoing are your sole (i.e., only) and exclusive remedies under this warranty.

What happens when Brother elects to replace your Machine:

When a replacement Machine is authorized by Brother, and you have delivered the Machine to an Authorized Service Center, the Authorized Service Center will provide you with a replacement Machine after receiving one from Brother. If you are dealing directly with Brother, Brother will send to you a replacement Machine with the understanding that you will, after receipt of the replacement Machine, supply the required proof of purchase information, together with the Machine that Brother agreed to replace. You are then expected to pack the Machine that Brother agreed to replace in the package from the replacement Machine and return it to Brother using the pre-paid freight bill supplied by Brother in accordance with the instructions provided by Brother. Since you will be in possession of two machines, Brother will require that you provide a valid major credit card number. Brother will issue a hold against the credit card account number that you provide until Brother receives your original Product and determines that your original Product is entitled to warranty coverage. Your credit card will be charged up to the cost of a new Product only if: (i) you do not return your original Product to Brother within five (5) business days; (ii) the problems with your original Product are not covered by the limited warranty; (iii) the proper packaging instructions are not followed and has caused damage to the product; or (iv) the warranty period on your original Product has expired or has not been sufficiently validated with a copy of the proof of purchase (bill of sale). The replacement Machine you receive (even if refurbished or remanufactured) will be covered by the balance of the limited warranty period remaining on the original Product, plus an additional thirty (30) days. You will keep the replacement Machine that is sent to you and your original Machine shall become the property of Brother. **Retain your original Accessory Items and a copy of the return freight bill, signed by the courier.**

Limitations:

Brother is not responsible for damage to or loss of any equipment, media, programs or data related to the use of this Product. Except for that repair or replacement as described above, Brother shall not be liable for any direct, indirect, incidental or consequential damages or specific relief. Because some states do not allow the exclusion or limitation of consequential or incidental damages, the above limitation may not apply to you.

THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, WRITTEN OR ORAL, WHETHER EXPRESSED BY AFFIRMATION, PROMISE, DESCRIPTION, DRAWING, MODEL OR SAMPLE. ANY AND ALL WARRANTIES OTHER THAN THIS ONE, WHETHER EXPRESS OR IMPLIED, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.

- This Limited Warranty is the only warranty that Brother is giving for this Product. It is the *final expression and the exclusive and only statement* of Brother's obligations to you. It replaces all other agreements and understandings that you may have with Brother or its representatives.
- This warranty gives you certain rights and you may also have other rights that may vary from state to state.
- This Limited Warranty (and Brother's obligation to you) may not be changed in any way unless you and Brother sign the same piece of paper in which we (1) refer to this Product and your bill of sale date, (2) describe the change to this warranty and (3) agree to make that change.

  Important: We recommend that you keep all original packing materials, in the event that you ship this Product.

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BROTHER MULTIFUNCTION CENTER/FACSIMILE MACHINE LIMITED WARRANTY (Canada only)

Pursuant to this limited warranty of 1 year from the date of purchase for labour and parts, Brother International Corporation (Canada) Ltd. (“Brother”), or its Authorized Service Centers, will repair this MFC/Facsimile machine free of charge if defective in material or workmanship. This Limited Warranty does not include cleaning, consumables (including, without limitation, print cartridges, print head, toner and drum) or damage caused by accident, neglect, misuse or improper installation or operation, any damage caused from service, maintenance, modifications, or tampering by anyone other than a Brother Authorized Service Representative, or from the use of supplies or consumable items that are non-Brother products. Operation of the MFC/Facsimile machine in excess of the specifications or with the Serial Number or Rating Label removed shall be deemed abuse and all repairs thereafter shall be the sole liability of the end-user/purchaser. In order to obtain warranty service, the MFC/Facsimile machine must be delivered or shipped freight prepaid by the end user/purchaser to a “Brother” Authorized Service Center, together with your Proof of Purchase in the form of a Sales Receipt.

For laser products: Failure to remove the Toner Cartridge (and Toner Drum Unit on applicable models) during shipping will cause severe damage to the MFC/Facsimile and will VOID the Warranty. (Refer to your User’s Guide for proper packaging.)

For ink-jet products: Do not remove the ink cartridges during shipping. Damage to your print head resulting from packing without the ink cartridges will VOID your warranty. (Refer to your User’s Guide for proper packaging.)

BROTHER DISCLAIMS ALL OTHER WARRANTIES EXPRESSED OR IMPLIED INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, EXCEPT TO THE EXTENT THAT ANY WARRANTIES IMPLIED BY LAW CANNOT BE VALIDLY WAIVED.

No oral or written information, advice or representation provided by Brother, its Authorized Service Centers, Distributors, Dealers, Agents or employees, shall create another warranty or modify this warranty. This warranty states Brother’s entire liability and your exclusive remedy against Brother for any failure of the MFC/Facsimile machine to operate properly.

Neither Brother nor anyone else involved in the development, production, or delivery of this MFC/Facsimile machine shall be liable for any indirect, incidental, special, consequential, exemplary, or punitive damages, including lost profits, arising from the use of or inability to use the product, even if advised by the end user/purchaser of the possibility of such damages. Since some Provinces do not allow the above limitation of liability, such limitation may not apply to you.

This Limited Warranty gives you specific legal rights and you may also have other rights which vary from Providence to Providence.

Warranty Service is available at Brother Authorized Service Centers throughout Canada. For Technical Support or for the name and location of your nearest Authorized Service Center call 1–877–BROTHER.

Internet support: support@brother.ca or browse

Brother’s Web Site: www.brother.com

Brother International Corporation (Canada) Ltd.

1 Rue Hôtel de Ville

Dollard-Des-Ormeaux, QC H9B 3H6

At your side.

brother®

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1 General information

Using the documentation

Thank you for buying a Brother machine! Reading the documentation will help you make the most of your machine.

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold	Bold style indentifies keys on the machine control panel or computer screen.
Italics	Italicized style emphasises an important point or refers you to a related topic.
`Courier New`	Courier New font identifies the messages shown on the LCD of the machine.

Warning icons tell you what to do to avoid the risk of injury.

Electrical Hazard icons alert you to a possible electrical shock.

Hot Surface icons warn you not to touch MFC parts that are hot.

Caution icons tell you about procedures you must follow to prevent damaging the machine.

Incorrect setup icons alert you to devices and operations that are not compatible with the machine.

Note icons give useful tips.

Accessing the complete User's Guide

The printed User's Guide does not contain all the information about your machine. The advanced features of the Printer, Network, Scanner, and PC Fax are explained in the complete User's Guide that you can find on the CD-ROM.

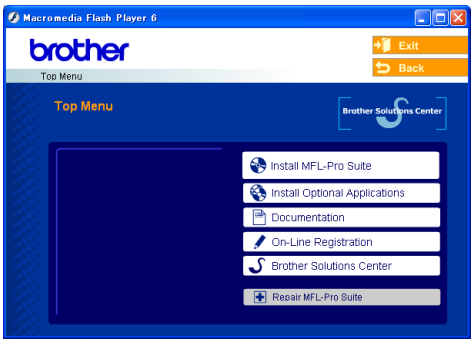
Viewing documentation

Viewing documentation (Windows®)

To view the documentation, from the **Start** menu, point to **Brother**, **MFL Pro Suite** from the program group, and then click **User's Guide**.

If you have not installed the software, you can find the documentation by following the instructions below:

1. Turn on your PC. Insert the Brother CD-ROM labeled Windows® into your CD-ROM drive.
2. If the language selection screen appears, click your language.
3. If the model name screen appears, click your model name.The CD-ROM main menu will appear.



If this window does not appear, use Windows® Explorer to find and run the setup.exe program from the root directory of the Brother CD-ROM.

4. Click **Documentation**.

5. Click the documentation you want to read:
   - *Setup Guide*: Setup and software installation instructions.
   - *User's Guide (3 manuals)*: User's Guide for stand-alone operations, Network User's Guide, and Software User's Guide.
   - *PaperPort User's Guide*: Document management software.

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide:

- How to scan using Windows®

  (For Windows® 98/98SE/Me/2000 Professional and Windows® XP)
- Using the ControlCenter2

  (For Windows® 98/98SE/Me/2000 Professional and Windows® XP)
- Network Scanning

PaperPort® User's Guide:

- Instructions for scanning directly from ScanSoft® PaperPort®

How to find Internet FAX instructions (MFC-8860DN and MFC-8870DW only)

You can find the instructions in the Network User's Guide on the CD-ROM.

Viewing Documentation (Macintosh®)

1. Turn on your Macintosh®. Insert the Brother CD-ROM labeled Mac into your CD-ROM drive. The following window will appear.



2. Double-click the **Documentation** icon.

3. If the language selection screen appears, double-click your language.

4. Click the documentation you want to read:
   - *Setup Guide*: Setup and Software installation instructions.
   - *User's Guides (3 manuals)*: User's Guide for stand-alone operations, Network User's Guide, and Software User's Guide.

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide:

- Scanning from a Macintosh®

  (For Mac OS® 9.1-9.2/Mac OS® X 10.2.4 or greater)
- Using the ControlCenter2 (For Mac OS® X 10.2.4 or greater)
- Network Scanning (For Mac OS® X 10.2.4 or greater)

Presto!® PageManager® User's Guide:

- Instructions for scanning directly from Presto!® PageManager®

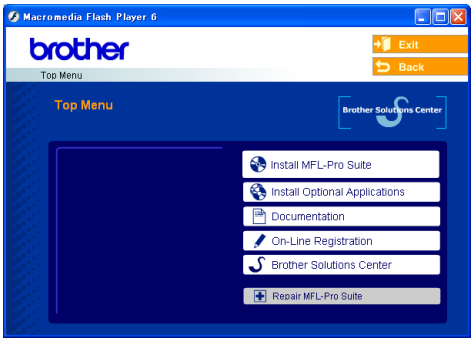
How to find Internet FAX instructions (MFC-8860DN and MFC-8870DW only)

You can find the instructions in the Network User's Guide on the CD-ROM.

Accessing Brother Support (For Windows®)

You can find all the contacts you will need, such as Web support (Brother Solutions Center), Customer Service and Brother Authorized Service Centers on page i and on the Brother CD-ROM.

- Click **Brother Support** on the main menu. The following screen will appear:



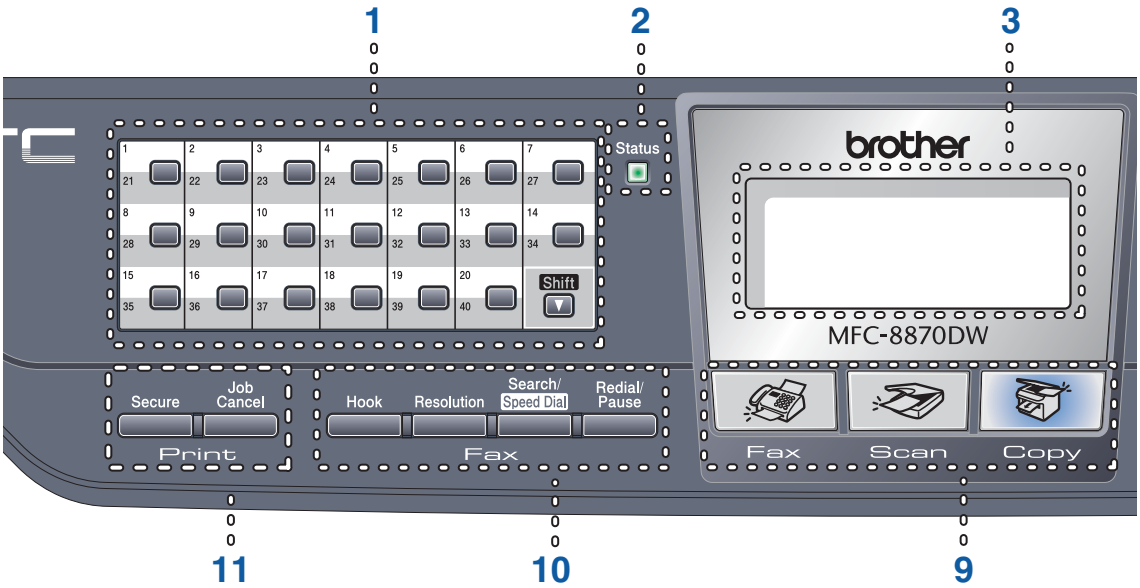
- To access our web site (www.brother.com) click **Brother Home Page**.
- To view all Brother Numbers, including Customer Service numbers for the USA and Canada, click **Support Information**.
- To access the USA Brother online shopping mall (www.brothermall.com) for additional product and service information, click **Brother Mall.com**.
- For the latest news and product support information (http://solutions.brother.com/), click **Brother Solutions Center**.

To return to the main page, click **Back**.

Or, if you have finished, click **Exit**.

Control panel overview

MFC-8460N, MFC-8860DN and MFC-8870DW have similar control keys.



1 One-Touch keys

These 20 keys give you instant access to 40 previously stored numbers.

Shift

Lets you access One-Touch numbers 21 to 40 when held down.

2 Status LED

The LED will flash and change color depending on the machine status.

3 LCD

Displays messages to help you use your machine.

4 Menu keys:

Menu

Accesses the main menu.

Clear/Back

Deletes entered data or lets you exit the menu.

OK

Selects a setting.

◀ or ▶

Scrolls backwards or forwards through menu selections. Changes the volume when in fax or standby mode.

▲ or ▼

Scrolls through the menus and options.

5 Dial pad

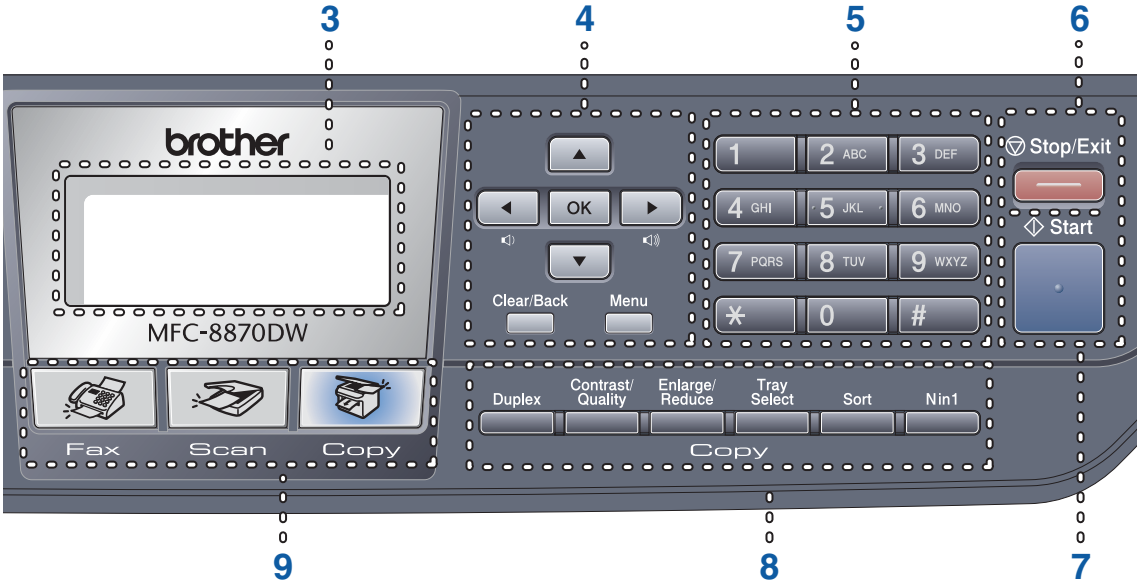
Used to enter telephone and fax numbers or to enter text.
The # key temporarily switches the dialing mode from Pulse to Tone during a telephone call (For Canada only).

6 Stop/Exit

Stops an operation or exits from a menu.

7 Start

Starts sending a fax, making a copy or scanning.



8 Copy keys

Duplex (MFC-8860DN and MFC-8870DW only)

You can choose Duplex to copy on both sides of the paper.

Contrast/Quality (MFC-8860DN and MFC-8870DW only)

Lets you change the quality or contrast for the next copy.

Contrast (MFC-8460N only)

Lets you change the contrast for the next copy.

Quality (MFC-8460N only)

Lets you change the quality for the next copy.

Enlarge/Reduce

Reduces or enlarges copies.

Tray Select

Lets you change which tray will be used for the next copy.

Sort

Sorts multiple copies using the ADF.

N in 1

You can choose N in 1 to copy 2 or 4 pages onto one page.

9 Mode keys

Fax

Puts the machine in Fax mode.

Scan

Puts the machine in Scan mode.
(For details about scanning, see the *Software User's Guide on the CD-ROM*.)

Copy

Puts the machine in Copy mode.

10 Fax and telephone keys

Hook

Press before dialing if you want to make sure a fax machine answers, and then press **Start**. Also, press this key after you pick up the handset of an external telephone during the F/T ring (fast double-rings).

Resolution

Sets the resolution when sending a fax.

Search/Speed Dial

Lets you look up numbers stored in the dialing memory and LDAP server* (*MFC-8860DN and MFC-8870DW only).

You can search the stored number by alphabetically.

It also lets you look up the stored number in Speed-Dial numbers by pressing **Shift** and **Search/Speed Dial** simultaneously and then the three-digit number.

Redial/Pause

Redials the last number called. It also inserts a pause when programming quick dial numbers.

11 Print keys

Secure

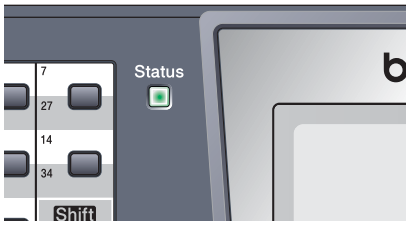
Prints data saved in memory when you enter your four-digit password (For details about using the Secure key, see the *Software User's Guide on the CD-ROM*.)

Job Cancel

Cancels a programmed fax job or print job and clears the machine's memory.

Status LED indications

The **Status** LED (light emitting diode) will flash and change color depending on the machine's status.



The LED indications shown in the table below are used in the illustrations in this chapter.

LED				LED Status
				LED is off.
	Green	Yellow	Red	LED is on.
	Green	Yellow	Red	LED is blinking.

LED	Machine Status	Description
	Sleep Mode	The power switch is off or the machine is in Sleep mode.
Green	Warming Up	The machine is warming up for printing.
Green	Ready	The machine is ready to print.
Yellow	Receiving Data	The machine is either receiving data from the computer, processing data in memory or printing data.
Yellow	Data Remaining in Memory	Print data remains in the machine memory.

 Red	Service error	Follow the steps below. 1. Turn off the power switch. 2. Wait a few seconds, and then turn it back on and try to print again. If you cannot clear the error and you see the same service call indication after turning the machine back on, please call Brother Customer Service. (See *Brother numbers* on page i.)
 Red	Cover open	The front cover or the back cover is open. Close the cover.
	Toner Life End	Replace the toner cartridge with a new one.
	Paper error	Put paper in the tray or clear the paper jam. Check the LCD message.
	Scan lock	Check that the scanner lock lever is released.
	Others	Check the LCD message.
	Out of memory	Memory is full.

Note

When the power switch is off or the machine is in Sleep mode, the LED is off.

2 Loading documents and paper

Loading documents

All fax, scan and copy operations can be performed from the ADF or the scanner glass.

Using the ADF

You can use the ADF (automatic document feeder) to fax, scan or copy sheets of paper. The ADF feeds each sheet one at a time.

When loading the ADF, make sure that documents written with ink are completely dry.

Single-sided Document

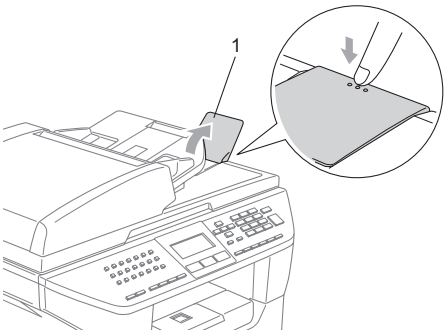
Documents must be from 5.8 to 8.5 inches (148.0 to 215.9 mm) wide and 5.8 to 14 inches (148.0 to 355.6 mm) long, and of a standard weight [20 lb (80 g/m^2)].

2-sided Document
(MFC-8860DN and MFC-8870DW only)

When you load a 2-sided document, the document must be from 5.8 to 8.5 inches (148.0 to 215.9 mm) wide and 5.8 to 11.7 inches (148.0 to 297.0 mm) long.

For information on the capacity of the ADF see *Specifications* on page 153.

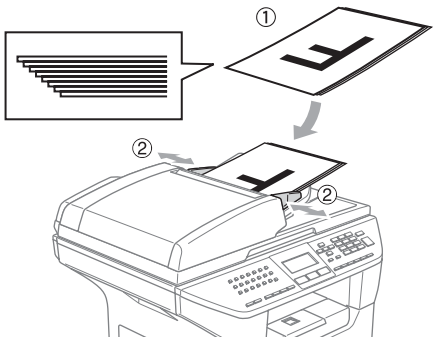
1. Unfold the ADF document output support flap (1).



2. Fan the pages well.

3. Place your documents face up, top edge first in the ADF until you feel them touch the feed roller.

4. Adjust the paper guides to fit the width of your documents.



CAUTION

To avoid damaging your machine while using the ADF, do not pull on the document while it is feeding.

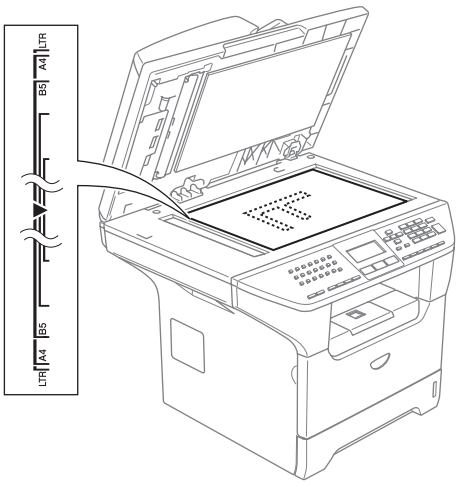
To scan non standard documents see *Using the scanner glass* on page 11.

Using the scanner glass

You can use the scanner glass to fax, scan, or copy the pages of a book or single sheets of paper. Documents can be up to 8.5 inches wide to 14 inches long (215.9 mm wide to 355.6 mm long).

To use the scanner glass, the ADF must be empty.

1. Lift the document cover.



2. Using the document guidelines on the left, center the document face down on the scanner glass.

3. Close the document cover.

CAUTION

If the document is a book or is thick, do not slam the cover or press on it.

Acceptable paper and other media

Print quality may vary according to the type of paper you use.

You can use the following types of media: plain paper, transparencies, labels or envelopes.

For best results, follow the instructions below:

- Use paper made for plain paper copying.
- Use paper that is 20 to 24 lb (75 to 90 g/m^2).
- Use labels or transparencies which are designed for use in laser printers.
- When using transparencies remove each sheet immediately, to prevent smudging or paper jams.
- Avoid touching the printed surface of the paper immediately after printing.
- Use long grain paper with a neutral Ph value, and a moisture content around 5%.

Recommended media

To get the best print quality, we suggest using the following paper.

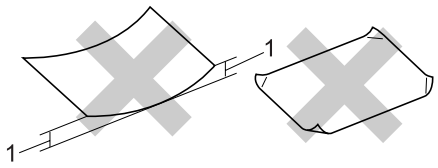
Paper Type	Item
Plain paper	Xerox 4200DP 20 lb
	Hammermill Laser Paper 24 lb
	(Xerox Premier 80 g/m^2) (Xerox Business 80 g/m^2) (M-real DATACOPY 80 g/m^2)
Recycled paper	(Xerox Recycled Supreme)
Transparency	3M CG 3300
Labels	Avery laser label #5160 (Avery laser label L7163)

Handling and using media

- Store paper in its original packaging, and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.
- Avoid touching either side of transparencies, as this can decrease the print quality.
- Only use transparencies recommended for laser printing.
- Only use sharply creased envelopes.

Improper Setup

Do not use any of the following paper, as they will cause paper feed problems:
damaged, coated, curled, wrinkled, highly textured, irregularly shaped, or paper which has previously been printed on by a printer.



1 0.08 in. (4 mm) or longer

Paper capacity of the paper tray

	Paper size	Paper types	No. of sheets
Paper Tray (Tray #1)	A4, Letter, Legal, Executive, A5, A6, B5, B6 and Folio [1]	Plain paper, Recycled paper and Bond paper	up to 250 [20 lb (80 g/m^2)]
		Transparency	up to 10
Multi-purpose tray (MP tray)	Width: 2.75 to 8.5 in. (69.9 to 215.9 mm) Length: 4.57 to 16.0 in. (116.0 to 406.4 mm)	Plain paper, Recycled paper, Bond paper, Envelope and Labels	up to 50 [20 lb (80 g/m^2)]
		Transparency	up to 10
Paper Tray (Tray #2)	A4, Letter, Legal, Executive, A5, B5, B6 and Folio	Plain paper, Recycled paper and Bond paper	up to 250 [20 lb (80 g/m^2)]

[1] Folio size is 8 in. × 13 in.

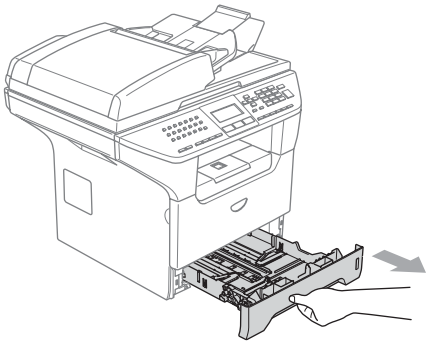
Loading paper, and other media

When printing on plain paper 16 to 28 lb (60 to 105 g/m^2) or laser transparencies use the paper tray.

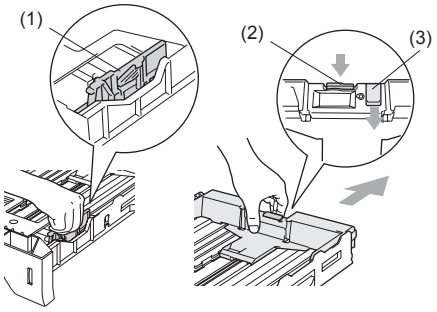
For printing on other types of media use the MP tray (Multi purpose tray).

Loading paper

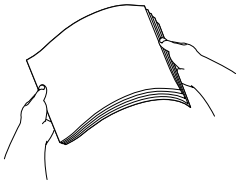
1. Unfold the output paper tray support flap.
2. Pull the paper tray completely out of the machine.



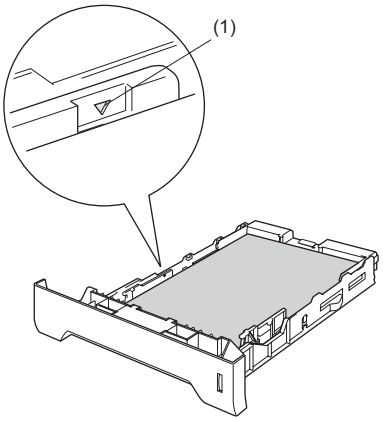
3. While pressing the blue paper-guide release lever (1), slide the paper guides to fit the paper size. Make sure that the guides are firmly in the slots.
   For legal size paper, press the lever (2) located at the back of the tray and pull out the back of the paper tray. Move the tray lock button (3) to the lock position.



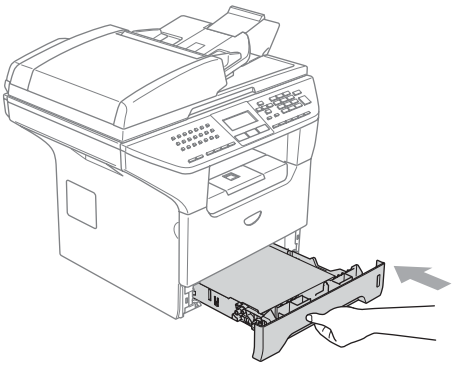
4. Fan the stack of paper well to avoid paper feeding problems.



5. Insert the paper into the paper tray with the top edge of the paper first, and the print side down.
   Make sure that the paper is flat in the tray and below the maximum paper mark (1).



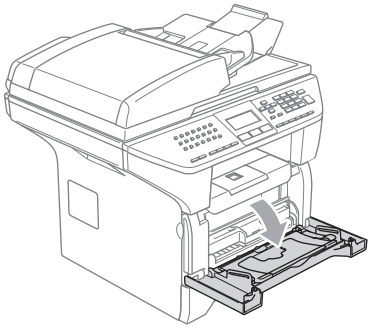
6. Push the paper tray firmly back into the machine.



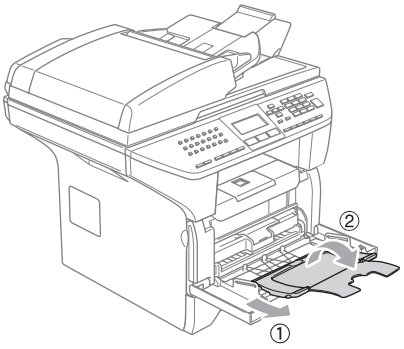
Loading envelopes and other media

Use the MP tray when printing envelopes, labels, and thick paper.

1. Open the MP tray and lower it gently.



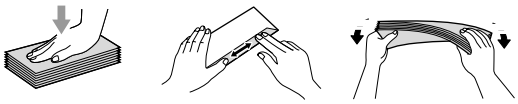
2. Pull out the MP tray support.



3. Insert the media into the MP tray with the top edge first and the printing side face up.

Loading Envelopes

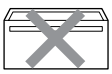
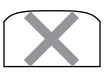
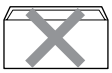
Before loading, press the corners and sides of the envelopes to make them as flat as possible.



CAUTION

Do not use any of the following types of envelope, as they will cause paper feed problems:

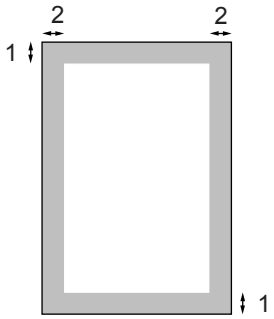
- If they are of a baggy construction.
- That are embossed (have raised writing on them).
- That have clasps or staples.
- That are pre-printed on the inside.

Glue	Rounded flap	Double flap	Triangular flap
			

Printable Area

Printable Area for copies

The printable area of your machine begins at approximately 0.12 in. (3 mm) from the top and bottom and 0.09 in. (2.3 mm) from both sides of the paper.



1 0.12 in. (3 mm)

2 0.09 in. (2.3 mm)

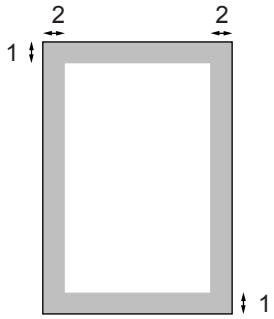
Note

This printable area shown above is for a single copy or a 1 in 1 copy using Letter size paper. The printable area changes with the paper size.

Printable Area when printing from PC

When using the default driver the printable area is smaller than the paper size, as shown below.

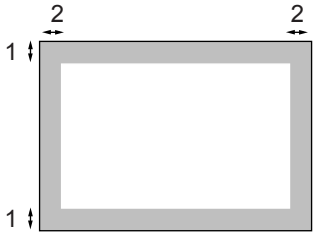
Portrait



1 0.16 in. (4.23 mm)

2 0.25 in. (6.35 mm)

Landscape



1 0.16 in. (4.23 mm)

2 0.2 in. (5.08 mm)

Note

The printable area shown above is for Letter size paper. The printable area changes with the paper size.

3 General setup

Mode timer

The machine has three mode keys on the control panel: **Fax**, **Scan**, and **Copy**.

You can set how much time the machine takes after the last Copy or Scan operation to return to Fax mode. If you select `Off`, the machine will stay in the mode you used last.

Also, this setting sets the time the machine will change from individual user to public user when using Secure Function Lock. See *Changing Users* on page 28.



1. Press **Menu**, **1**, **1**

```
11.Mode Timer
▲    0 Sec
     30 Secs
▼    1 Min
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `0 Sec`, `30 Secs`, `1 Min`, `2 Mins`, `5 Mins` or `Off`. Press **OK**.

3. Press **Stop/Exit**.

Paper settings

Note

You can choose `Transparency` only if `A4`, `Letter` or `Legal` size was chosen as the paper size.

Paper Type

Set up the machine for the type of paper you are using. This will give you the best print quality.

1. Choose one of the options below:
   - To set the paper type for the `MP Tray` press **Menu**, **1**, **2**, **1**.
   - To set the paper type for `Tray#1` press **Menu**, **1**, **2**, **2**.
   - To set the paper type for `Tray#2` press **Menu**, **1**, **2**, **3**.

```
12.Paper Type
  1.MP Tray
▲    Plain
▼    Thick
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Thin`, `Plain`, `Thick`, `Thicker`, `Transparency` or `Recycled Paper`. Press **OK**.

3. Press **Stop/Exit**.

Note

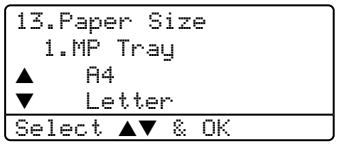
Transparency is not available for the optional Tray #2.

Paper Size

You can use nine sizes of paper for printing copies: A4, Letter, Legal, Executive, A5, A6, B5, B6 and Folio, and four sizes for printing faxes: A4, Letter, Legal or Folio (8"×13").

When you change the size of paper in the tray, you will also need to change the setting for paper size at the same time so your machine can fit an incoming fax on the page.

1. Choose one of the options below:
   - To set the paper size for the `MP Tray` press **Menu**, **1**, **3**, **1**.
   - To set the paper size for `Tray#1` press **Menu**, **1**, **3**, **2**.
   - To set the paper size for `Tray#2` press **Menu**, **1**, **3**, **3** if you installed the optional tray.



2. Press ▲ or ▼ to select `A4`, `Letter`, `Legal`, `Executive`, `A5`, `A6`, `B5`, `B6`, `Folio` or `Any`.
   Press **OK**.

3. Press **Stop/Exit**.

Note

- `Any` (size) appears only when you select the MP tray (**Menu**, **1**, **3**, **1**).
- If you select `Any` for the MP Tray Paper Size: You must choose `MP Only` for the Tray Use setting. You cannot use the `Any` Paper Size selection for the MP tray when making N in 1 copies. You must choose one of the other available Paper Size selections for the MP tray.
- A6 size is not available for the optional Tray #2.

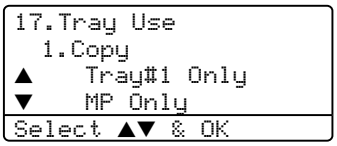
Tray use in Copy mode

You can change the priority tray that the machine will use for printing copies.

When you select `Tray#1 Only`, `MP Only` or `Tray#2 Only` [1], the machine loads the paper only from that tray. If the selected tray is out of paper, `No Paper` will appear on the LCD. Insert the paper in the empty tray.

To change the tray settings follow the instructions below:

1. Press **Menu**, **1**, **7**, **1**.



2. Press ▲ or ▼ to select `Tray#1 Only`, `Tray#2 Only` [1], `MP Only`, `MP>T1>T2` [1] or `T1>T2` [1]`>MP`. Press **OK**.

   [1] `Tray#2 Only` or `T2` appears only if the optional tray is installed.

3. Press **Stop/Exit**.

Note

- When loading the documents from the ADF, the machine looks for the tray with the most suitable paper and pulls paper from that tray. If no tray has suitable paper, the machine pulls paper from the higher priority tray.
- When using the scanner glass, your document is copied from the higher priority tray even if more suitable paper is in another paper tray.

Tray use in Fax mode

You can change the default tray that the machine will use for printing received faxes.

Selecting T1>T2 [1]>MP will let your machine take paper from Tray #1 first before the MP tray. MP>T1>T2 [1] will take paper from the MP tray first.

Note

- You can use four sizes of paper for printing faxes: A4, Letter, Legal or Folio. When a suitable size is not in any of the trays received faxes will be stored in the machine's memory and Check Paper Size will appear on the LCD. For details, see *Check paper Size* on page 110.
- If the tray is out of paper and received faxes are in the machine's memory, No Paper will appear on the LCD. Insert paper in the empty tray.

1. Press **Menu**, **1**, **7**, **2**.

```
17.Tray Use
  2.Fax
▲    Tray#1 Only
▼    MP Only
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select Tray#1 Only, Tray#2 Only, MP Only, MP>T1>T2 [1] or T1>T2 [1]>MP. Press **OK**.

[1] Tray#2 only or T2 appears only if the optional tray is installed.

Tray use in Print mode

You can change the default tray the machine will use for printing from PC.

1. Press **Menu**, **1**, **7**, **3**.

```
17.Tray Use
  3.Print
▲    Tray#1 Only
▼    MP Only
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select Tray#1 Only, Tray#2 Only [1], MP Only, MP>T1>T2 [1] or T1>T2 [1]>MP. Press **OK**.

[1] Tray#2 only or T2 appears only if the optional tray is installed.

Note

- The setting in the printer driver will take priority over the setting made on the control panel.
- If the control panel is set to Tray#1 Only, Tray#2 Only, MP Only or MP>T1>T2 and you choose 'Auto Select' in the printer driver, the tray use will be MP>T1>T2.
  If the control panel is set to T1>T2>MP and you choose 'Auto Select' in the printer driver, the tray use will remain T1>T2>MP.

Volume Settings

Ring volume

You can select a range of ring volume levels, from High to Off.

While in Fax mode press ◀ or ▶ to adjust the volume level. The LCD shows the current setting, and each key press will change the volume to the next. The machine will keep the new setting until you change it.

You can also change the volume through the menu, by following the instructions below:

1. Press **Menu**, **1**, **4**, **1**.

```
14.Volume
  1.Ring
▲    Med
▼    High
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select Off, Low, Med or High. Press **OK**.
3. Press **Stop/Exit**.

Beeper volume

When the beeper is on, the machine will beep when you press a key, make a mistake, or after you send or receive a fax. You can select a range of volume levels, from High to Off.

1. Press **Menu**, **1**, **4**, **2**.

```
14.Volume
  2.Beeper
▲    Med
▼    High
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select Off, Low, Med or High. Press **OK**.
3. Press **Stop/Exit**.

Speaker volume

You can select a range of speaker volume levels, from High to Off.

To adjust the speaker volume, follow the instructions below:

1. Press (**Fax**)
2. Press **Hook**.
3. Press ◀ or ▶ .
   This setting will stay until you change it again.

You can also change the volume through the menu, by following the instructions below:

1. Press **Menu**, **1**, **4**, **3**.

```
14.Volume
  3.Speaker
▲    Med
▼    High
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select Off, Low, Med or High. Press **OK**.
3. Press **Stop/Exit**.

Automatic daylight savings time

You can set the machine to change automatically for Daylight Savings Time. It will set itself forward one hour in the Spring, and back one hour in the Fall.

1. Press **Menu** **1**, **5**.



2. Press ▲ or ▼ to select `On`, or `Off`.
Press **OK**.

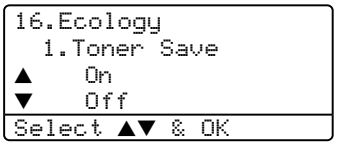
3. Press **Stop/Exit**.

Ecology features

Toner save

You can save toner using this feature. When you set toner save to `On`, print appears lighter. The default setting is `Off`.

1. Press **Menu**, **1**, **6**, **1**.



2. Press ▲ or ▼ to choose `On` (or `Off`).
Press **OK**.

3. Press **Stop/Exit**.

Note

We do not recommend Toner Save for printing Photo or Gray Scale images.

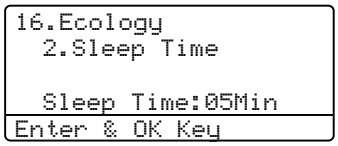
Sleep time

Setting the sleep time reduces power consumption by turning off the fuser while the machine is idle.

You can choose how long the machine must be idle (from 00 to 99 minutes) before it goes into sleep mode. When the machine receives a fax, PC data, or makes a copy, the timer will reset. The default setting is 05 minutes.

While the machine is in sleep mode the LCD will display `Sleep`. When printing or copying in sleep mode, there will be a short delay while the fuser warms up.

1. Press **Menu** **1**, **6**, **2**.



2. Enter the length of time the machine is idle before entering sleep mode (00 to 99). Press **OK**.

3. Press **Stop/Exit**.

To turn off sleep mode, press **Secure** and **Job Cancel** at the same time in ❷. Press ▲ or ▼ to select `Off` (or `On`).

Note

If the machine is in sleep mode when you change the sleep time, the new setting will take effect the next time the machine copies, prints or is turned off and on again.

Turning off the scanner lamp

The scanner lamp stays on for 16 hours before automatically switching off to preserve the life of the lamp and reduce power consumption.

To turn the scanner lamp off manually press the ◀ and ▶ keys simultaneously. The scanner lamp will remain turned off until the next time you use the scanning feature.

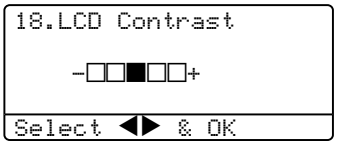
Note

Turning the lamp off regularly will reduce the lamp's life.

LCD Contrast

You can change the contrast to help the LCD look lighter or darker.

1. Press **Menu**, **1**, **8**.



2. Press ▶ to make the LCD darker.
   Or press ◀ to make the LCD lighter.
   Press **OK**.

3. Press **Stop/Exit**.

4 Security features

Security

Setting Lock

Setting Lock lets you set a password to stop other people from accidentally changing your machine settings.

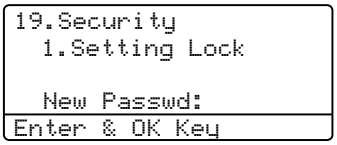
Make a careful note of your password. If you forget it, please call Brother Customer Service.

While setting lock is `On`, it is not possible to change the following settings without a password:

- Date/Time
- Station ID
- Quick-Dial settings
- Mode Timer
- Paper Type
- Paper Size
- Volume
- Auto Daylight
- Ecology
- Tray Use
- LCD Contrast
- Security settings

Setting up and changing the password

1. Press **Menu**, **1**, **9**, **1**.



2. Enter a four-digit number for the password. Press **OK**.
3. Re-enter your password when the LCD shows `Verify:`. Press **OK**.
4. Press **Stop/Exit**.

Changing your password

1. Press **Menu**, **1**, **9**, **1**.



2. Press ▲ or ▼ to select `Set Password`. Press **OK**.
3. Enter your four-digit password. Press **OK**.
4. Enter a four-digit number for the new password. Press **OK**.
5. Re-enter your password when the LCD shows `Verify:`. Press **OK**.
6. Press **Stop/Exit**.

Turning Setting Lock on/off

If you enter the wrong password when following the instructions below, the LCD will show `Wrong Password`. Re-enter the correct password.

Turning Setting Lock on

1. Press **Menu**, **1**, **9**, **1**.

```
19.Security
  1.Setting Lock
▲    Set Password
▼    On
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `On`. Press **OK**.
3. Enter your four-digit password. Press **OK**.
4. Press **Stop/Exit**.

Turning Setting Lock off

1. Press **Menu**, **1**, **9**, **1**.

```
19.Security
  1.Setting Lock

  Password:
Enter & OK Key
```

2. Enter your four-digit password. Press **OK** twice.
3. Press **Stop/Exit**.

Secure Function Lock

Secure Function Lock lets you restrict Public access to certain machine functions (Fax Tx, Fax Rx, Copy, Scan and PC-Print [1]). This feature also prevents users from changing the Default settings of the machine by limiting access to the Menu settings.

[1] PC-Print includes PC-Fax Send as well as all print jobs.

Disabling at least one function is required to turn on Secure Function Lock for the Public user.

Access to restricted operations can be enabled by creating a restricted user. Restricted users must select the stored name and enter a password to use the machine.

Make a careful note of your password. If you forget it, please call Brother Customer Service.

Note

- You can set up to 25 individual users and one Public user.
- When you set up a Public user, you can restrict one or more of the machine's functions to all users who do not have a password.
- Only administrators can set limitations and make changes for each user.
- When PC-Print is disabled, PC print job will be lost without notification.
- When Secure Function Lock is on, you can only use `21. Coutrast`, `26. Polled TX` or `27. Coverpg Setup` in the Fax menu.

  If Fax Tx is disabled, you can not use any function in the Fax menu.
- Polling Receive is enabled only when the both Fax Tx and Fax Rx are enabled.

Setting the password for the administrator

The password you set in these steps is for the administrator. This password is used to set up restricted users and to turn Secure Function Lock on or off. See *Setting up restricted users* on page 27 and *Turning Secure Function Lock on* on page 27.

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock

  New Passwd:
Enter & OK Key
```

2. Enter a four-digit number for the password. Press **OK**.
3. Re-enter the password when the LCD shows `Verify:`. Press **OK**.
4. Press **Stop/Exit**.

Setting up the Public user

Lets you set up the Public user. Public users do not need to enter a password.

Note

You must disable at least one function.

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock
▲   Lock Off→On
▼   Set Password
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Setup User`. Press **OK**.
3. Enter the Administrator password. Press **OK**.

```
19.Security
  Setup User
▲   Public
▼   User01
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select `Public`. Press **OK**.
5. Press ▲ or ▼ to select `Enable` or `Disable` for Fax Tx. Press **OK**. After you have set Fax Tx, repeat this step for Fax Rx, Copy, Scan and PC-Print [1]. Press **OK**.

   [1] You can set PC-Print for only the Public user.

6. Press **Stop/Exit**.

Setting up restricted users

Lets you set up users with restrictions and a password.

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock
▲    Lock Off→On
▼    Set Password
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Setup User`.
Press **OK**.

3. Enter the Administrator password.
Press **OK**.

```
19.Security
  Setup User
▲    Public
▼    User01
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select `User01`.
Press **OK**.

5. Use the dial pad to enter the user name. (See *Entering Text* on page 151.)
Press **OK**.

6. Enter a four-digit password for the user.
Press **OK**.

7. Press ▲ or ▼ to select Enable or Disable for Fax Tx. Press **OK**.
After you have set Fax Tx, repeat this step for Fax Rx, Copy and Scan.
Press **OK**.

8. Repeat ❺ to ❼ for entering each additional user and password.

9. Press **Stop/Exit**.

Turning Secure Function Lock on/off

If you enter the wrong password when following the instructions below, the LCD will show `Wrong password`. Re-enter the correct password.

Turning Secure Function Lock on

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock
▲    Lock Off→On
▼    Set Password
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Lock Off→On`.
Press **OK**.

3. Enter your four-digit administrator password. Press **OK**.

Turning Secure Function Lock off

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock
▲    Lock On→Off
▼    Set Password
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Lock On→Off`.
Press **OK**.

3. Enter your four-digit administrator password. Press **OK**.

Changing Users

This setting allows another user to log on the machine.

Note

The time to change from an individual user to the Public user is the same as the Mode Timer setting (**Menu**, **1**, **1**). See *Mode timer* on page 17. Also, you can exit from an individual user by pressing the lighted Mode key.

1. Press **Menu**, **1**, **9**, **2**.

```
19.Security
  2.Function Lock
▲    Lock On⟶Off
▼    Cange User
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Change User`. Press **OK**.

3. Press ▲ or ▼ select the registered name of the user to be logged on. Press **OK**.

4. Enter your four-digit administrator password. Press **OK**.

5. Press **Stop/Exit**.

Section II



Fax

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5 Sending a fax

Entering fax mode

To enter fax mode press (Fax), and the key will glow blue.

Sending a single-sided fax from the ADF

Using the ADF to send your faxes is the easiest way. To cancel a fax in progress press **Stop/Exit**.

1. Make sure you are in Fax mode .
2. Put your document *face up* in the ADF.
3. Dial the fax number using the dial pad.
4. Press **Start**.

The machine will now scan and send your document.

Sending a 2-sided fax from the ADF (MFC-8860DN and MFC-8870DW only)

You can send the 2-sided document from the ADF. To cancel a fax in progress press **Stop/Exit**.

1. Make sure you are in Fax mode .
2. Put your document in the ADF.
3. Press **Duplex**.
4. Dial the fax number using the dial pad.
5. Press **Start**.

The machine will now scan and send your document.

Note

Legal size 2-sided documents can not be faxed from the ADF.

Sending a fax from the scanner glass

You can use the scanner glass to fax the pages of a book, or a single page at a time. The documents can be up to Letter, A4, Legal or Folio size. Press **Stop/Exit** to cancel a fax in progress.

1. Make sure you are in Fax mode .
2. Put your document on the scanner glass.
3. Dial the fax number. Press **Start**.
4. After the machine scans the page, the LCD will prompt you to choose one of the options below:

```
Flatbed Fax:
 Next Page?
▲  1.Yes
▼  2.No (Send)
Select ▲▼ & OK
```

   - Press **1** to send another page. Go to ❺.
   - Press **2** or **Start** to send the document. Go to ❻.

5. Place the next page on the scanner glass, press **OK**. Repeat ❹ and ❺ for each additional page.

```
Flatbed Fax:

Set Next Page
Then Press OK
```

6. Your machine will automatically send the fax.

When faxing multiple pages from the scanner glass, real time transmission should be set to `Off`.

Faxing legal size documents from the scanner glass

When faxing legal size documents, you need to set the scan glass size to `Legal/Folio` otherwise a portion of your faxes will be missing.

1. Press (**Fax**).
2. Press **Menu**, **2**, **2**, **0**.

```
22.Setup Send
  0.Glass Fax Size
▲    A4/Letter
▼    Legal/Folio
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `Legal/Folio`. Press **OK**.
4. Press **Stop/Exit**.

Canceling a fax in progress

Press **Stop/Exit** to cancel a fax, while the machine is still scanning, dialing or sending.

Broadcasting

Broadcasting lets you send the same fax message to more than one fax number. You can include Groups, One-Touch, Speed-Dial numbers and up to 50 manually dialed numbers in the same broadcast. For information see *How to Dial* on page 54.

You can broadcast up to 390 different numbers. This will depend on how many groups, access codes or credit card numbers you have stored, and on how many delayed or stored faxes in memory.

Note

Use the **Search/Speed Dial** to help you choose numbers easily.

1. Make sure you are in Fax mode  .
2. Load your document.
3. Enter a number. Press **OK**.
   You can use either a One-Touch, Speed-Dial, a Group number, or a number manually entered using the dial pad. See *How to Dial* on page 54.
4. Repeat ❸ until you have entered all the fax numbers you want to broadcast to.
5. Press **Start**.

After the broadcast is finished the machine will print a broadcast report to let you know the results.

Note

- The scan profile of the One-Touch, Speed-Dial or Group number you chose first will be applied to the broadcast.
- If the fax resolution of the fax number you chose first is `S.Fine` and you want to do a broadcast that includes `IFAX`. Press **Resolution**, and then press ▲ or ▼ to select `Std` or `Fine` resolution. Press **OK**. Then follow the steps above.

Canceling a Broadcast in progress

1. Press **Menu**, **2**, **6**.
   The LCD will display the fax number being dialed.
2. Press ▲ or ▼ to choose the fax number you want to delete from the Broadcast. Press **OK**.
   The LCD will display:

```
26.Remaining Jobs
  #010 FRIENDS
▲    1.Clear
▼    2.Exit
Select ▲▼ & OK
```

3. Press **1** to Clear.
4. To cancel the Broadcast, press **1**.
5. Press **Stop/Exit**.

Additional sending operations

Sending faxes using multiple settings

Before you send a fax, you can change any combination of these settings: contrast, resolution, overseas mode, delayed fax timer, polling transmission or real time transmission.

1. Make sure you are in Fax mode . After each setting is accepted, the LCD asks if you want to enter more settings:

```
22.Setup Send
  Other Settings?
▲    1.Yes
▼    2.No
Select ▲▼ & OK
```

2. Do one of the following:
   - To choose more settings, press **1**. The LCD returns to the `Setup Send` menu.
   - If you have finished choosing settings, press **2** and go to the next step.

Electronic cover page

This feature will *not* work unless you have already programmed your Station ID. (See *the Quick Setup Guide*.)

You can automatically send a cover page with every fax. Your cover page includes your Station ID, a comment, and the name stored in the One-Touch or Speed-Dial memory.

By choosing `Next Fax:On` you can also display the number of pages on the cover page.

You can choose one of the following preset comments, or you can store two personal comments, up to 27 characters long:

- `Comment Off`
- `Please Call`
- `Urgent`
- `Confidential`

Composing your own comments

You can set up two comments of your own.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **8**.

```
22.Setup Send
  8.Coverpage Msg
▲    5.
▼    6.
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `5` or `6` to store your own comment. Press **OK**.
4. Enter your own comment using the dial pad. Press **OK**.

Use the chart on page 151 for help entering characters.

Send a cover page for the next fax

If you want to send a cover page only for the next fax, your machine will ask you to enter the number of pages you are sending so it can be printed on the cover page.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **7**.

```
22.Setup Send
  7.Coverpg Setup
▲    Next Fax:On
▼    Next Fax:Off
Select ▲▼ & OK
```

4. Press ▲ or ▼ to choose `Next Fax:On` (or `Next Fax:Off`). Press **OK**.
5. Press ▲ or ▼ to choose a comment. Press **OK**.
6. Enter two digits to show the number of pages you are sending. Press **OK**.

For example, enter **0**, **2** for 2 pages or **0**, **0** to leave the number of pages blank. If you make a mistake, press ◀ or **Clear/Back** to back up and re-enter the number of pages.

Send a cover page for all faxes

You can set the machine to send a cover page whenever you send a fax.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **7**.

```
22.Setup Send
  7.Coverpg Setup
▲    Next Fax:On
▼    Next Fax:Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `On` (or `Off`). Press **OK**.
4. Press ▲ or ▼ to choose a comment. Press **OK**.

Using a printed cover page

If you want to use a printed cover page that you can write on, you can print the sample page and attach it to your fax.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **7**.

```
22.Setup Send
  7.Coverpg Setup
▲    Next Fax:On
▼    Next Fax:Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `Print Sample`. Press **OK**.
4. Press **Start**. Your machine will print a copy of your cover page.

Contrast

For most documents the default setting of Auto will give the best results. It automatically chooses the suitable contrast for your document.

If your document is very light or dark, changing the contrast may improve the quality of the fax.

Use Dark when sending a light document.

Use Light when sending a dark document.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **1**.

```
22.Setup Send
  1.Contrast
▲    Auto
▼    Light
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select Auto, Light or Dark. Press **OK**.

Note

Even if you choose Light or Dark, the machine will send the fax using the Auto setting in any of the following conditions:

- When you send a color fax.
- When you choose Photo as the Fax Resolution.

Changing fax resolution

The quality of a fax can be improved by changing the fax resolution. Resolution can be changed for the next fax *or* for all faxes.

To change the fax resolution for the *next* fax

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Resolution** then ▲ or ▼ to select the resolution. Press **OK**.

To change the default fax resolution

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **2**.

```
22.Setup Send
  2.Fax Resolution
▲    Standard
▼    Fine
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select the resolution you want. Press **OK**.
   Below is a list of the available fax resolution settings. The finer the resolution, the longer the fax will take to transmit.
   - Standard
     Suitable for most typed documents.
   - Fine
     Good for small print.
   - S.Fine
     Good for small print or artwork.
   - Photo
     Use when the document has varying shades of gray or is a photograph.

Dual access

You can dial a number, and start scanning the fax into memory—even when the machine is sending from memory, receiving faxes or printing PC data. The LCD shows the new job number.

The number of pages you can scan into the memory will vary depending on the data that is printed on them.

Note

If the `Out of Memory` message appears while scanning documents, press **Stop/Exit** to cancel or **Start** to send the scanned pages.

Real time transmission

When you are sending a fax, the machine will scan the documents into the memory before sending. Then, as soon as the phone line is free, the machine will start dialing and sending.

If the memory is full, the machine will send the document in real time (even if `Real Time TX` is set to `Off`).

Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can set `Real Time TX` to `On` for all documents or `Next Fax:On` for the next fax only.

Sending in real time for all faxes

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **5**.

```
22.Setup Send
  5.Real Time TX
▲    Next Fax:On
▼    Next Fax:Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select `On`. Press **OK**.

Sending in real time for the next fax only

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **5**.

```
22.Setup Send
  5.Real Time TX
▲    Next Fax:On
▼    Next Fax:Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select `Next Fax:On`. Press **OK**.

Note

In Real Time Transmission, the automatic redial feature does not work when using the scanner glass.

Overseas mode

If you are having difficulty sending a fax overseas due to a bad connection, then turning on the overseas mode may help.

This is a temporary setting, and will only be active for your next fax.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **9**.

```
22.Setup Send
  9.Overseas Mode
▲    On
▼    Off
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select `On` or `Off`.
Press **OK**.

Delayed faxing

You can store up to 50 faxes in the memory to be sent within a twenty four hour period.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **3**.

```
22.Setup Send
  3.Delayed Fax

  Set Time=00:00
Enter & OK Key
```

4. Enter the time you want the fax to be sent (in 24-hour format). Press **OK**.
(For example, enter 19:45 for 7:45 PM)

```
22.Setup Send
  3.Delayed Fax

  Set Time=19:45
Enter & OK Key
```

The number of pages you can scan into the memory depends on the amount of data printed on each page.

Delayed batch transmission

Before sending the delayed faxes, your machine will help you economize by sorting all the faxes in the memory by destination and scheduled time.

All delayed faxes that are scheduled to be sent at the same time to the same fax number will be sent as one fax to save transmission time.

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **2**, **4**.

```
22.Setup Send
  4.Batch TX
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `On` (or `Off`). Press **OK**.
4. Press **Stop/Exit**.

Checking and canceling waiting jobs

Check which jobs are still waiting in the memory to be sent. If there are no jobs, the LCD will show `No Jobs Waiting`. You can cancel a fax job that is stored and waiting in the memory.

1. Press **Menu**, **2**, **6**.

```
26.Remaining Jobs
▲ #001 12:34 BROTHER
  #002 15:00 BIC
▼ #003 17:30 ABCDEFG
Select ▲▼ & OK
```

   The number of jobs still to be sent will be displayed.

2. Choose one of the options below:
   - Press ▲ or ▼ to scroll though the waiting jobs, press **OK** to select a job, and then press **1** to cancel it.
   - Press **2** to exit without canceling.
3. When you have finished, press **Stop/Exit**.

Sending a fax manually

Manual transmission

Manual transmission lets you hear the dialing, ringing and fax-receiving tones while sending a fax.

1. Make sure you are in Fax mode  .
2. Load your document.
3. Press **Hook** and listen for a dial tone. Or pick up the handset of the external phone and listen for a dial tone.
4. Dial the fax number you want to call.
5. When you hear the fax tone, press **Start**.

Sending a fax at the end of a conversation

At the end of a conversation you can send a fax to the other party before you both hang up.

1. Ask the other party to wait for fax tones (beeps) and then to press the Start or Send key before hanging up.
2. Make sure you are in Fax mode  .
3. Load your document.
4. Press **Start**.

Out of Memory message

If you get an `Out of Memory` message while scanning the first page of a fax, press **Stop/Exit** to cancel the fax.

If you get an `Out of Memory` message while scanning a subsequent page, you will have the option to press **Start** to send the pages scanned so far, or to press **Stop/Exit** to cancel the operation

Note

If you get an `Out of Memory` message while faxing and you do not want to delete your stored faxes to clear the memory, you can send the fax in real time. (See *Real time transmission* on page 36.)

6 Receiving a fax

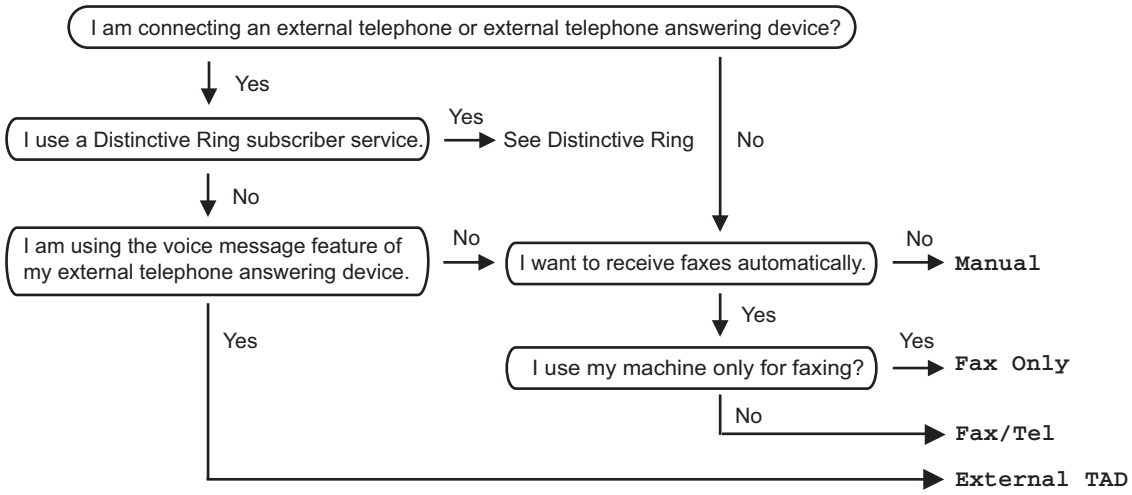
Receive modes

You must choose a receive mode depending on the external devices and telephone subscriber services you have on your line.

Choosing the receive mode

The diagram below will help you choose the correct mode.

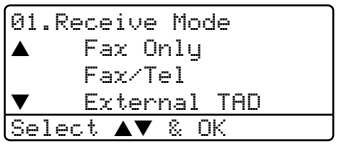
For more detailed information on the receive modes see page 41.



To set a receive mode follow the instructions below.

1. Press **Menu**, **0**, **1**.
2. Press ▲ or ▼ to select a receive mode. Press **OK**.
3. Press **Stop/Exit**.

The LCD will display the current receive mode.



Using Receive Modes

Some receive modes answer automatically (`Fax Only` and `Fax/Tel`). You may want to change the ring delay before using these modes see page 42.

Fax Only

Fax only mode will automatically answer every call as a fax.

Fax/Tel

Fax/Tel mode helps you automatically manage incoming calls, by recognizing whether they are fax or voice calls and dealing with them in one of the following ways:

- Faxes will be automatically received.
- Voice calls will start the F/T ring to tell you to pick up the line. The F/T ring is a fast double ring made by your machine.

Also see *F/T Ring Time* on page 42 and *Ring Delay* on page 42.

Manual

Manual mode turns off all automatic answering functions unless you are using the Distinctive Ring Receive feature.

To receive a fax in manual mode press **Start** when you hear fax tones (short repeating beeps). You can also use the Easy Receive feature to receive faxes by lifting a handset on the same line as the machine.

Also see *Easy Receive* on page 43.

External TAD

External TAD mode lets an external answering device manage your incoming calls. Incoming calls will be dealt with in one of the following ways:

- Faxes will be automatically received.
- Voice callers can record a message on the external TAD.

For more information see *Connecting an external TAD (telephone answering device)* on page 49.

Receive Mode settings

Ring Delay

The ring delay sets the number of times the machine rings before it answers in `Fax Only` and `Fax/Tel` modes.

If you have extension phones on the same line as the machine or subscribe to the telephone company's Distinctive Ring service, keep the Ring Delay setting of 4. (See *Operation from extension telephones* on page 52 and *Easy Receive* on page 43.)

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **1**.

```
21.Setup Receive
  1.Ring Delay
▲     03
▼     04
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select `00`, `01`, `02`, `03` or `04`. Press **OK**.
4. Press **Stop/Exit**.

Note

Select 00 in ❸ to have the machine answer immediately.

F/T Ring Time

When somebody calls your machine, you and your caller will hear the normal telephone ring sound. The number of rings is set by the ring delay setting.

If the call is a fax, then your machine will receive it; however, if it is a voice call the machine will sound the F/T ring (a fast double-ring) for the time you have set in the F/T ring time setting. If you hear the F/T ring it means that you have a voice caller on the line.

Because the F/T ring is made by the machine, extension and external telephones will *not* ring; however, you can still answer the call on any telephone. For more information see *Using remote codes* on page 53.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **2**.

```
21.Setup Receive
  2.F/T Ring Time
▲     20
▼     30
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select how long the machine will ring to alert you that you have a voice call (`20`, `30`, `40` or `70` seconds). Press **OK**.
4. Press **Stop/Exit**.

Easy Receive

Turning easy receive On allows the machine to receive fax calls automatically if you lift any handset on the same line as the machine.

When you see Receiving on the LCD or when you hear 'chirps' through the handset of an extension phone connected to another telephone wall jack, just replace the handset and your machine will receive the fax.

If this feature is set to on, but your machine does not connect a fax call when you lift the handset of an extension or external phone, press the Fax Receive Code ✳**51**.

Note

If you use a modem, or send faxes from a computer, on the same line and your machine intercepts them, set easy receive to Off.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **3**.

```
21.Setup Receive
  3.Easy Receive
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select On, or Off.
   Press **OK**.
4. Press **Stop/Exit**.

Setting the Print Density

You can adjust print density to make your printed pages darker or lighter.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **6**.

```
21.Setup Receive
  6.Print Density
      -□□■□□+
Select ◀▶ & OK
```

3. Press ▶ to make the print darker.
   Or press ◀ to make the print lighter.
   Press **OK**.
4. Press **Stop/Exit**.

Additional receiving operations

Printing a reduced incoming fax

If you choose On, the machine automatically reduces each page of an incoming fax to fit on one page of A4, Letter, Legal or Folio size paper.

The machine calculates the reduction ratio by using the page size of the fax and your Paper Size setting (**Menu**, **1**, **3**).

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **1**, **5**.

```
21.Setup Receive
  5.Auto Reduction
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select On or Off.
   Press **OK**.
4. Press **Stop/Exit**.

Duplex (2-sided) printing for Fax mode (MFC-8860DN and MFC-8870DW only)

If you set Duplex to On for fax receive the machine will print received faxes on both sides of the paper.

You can use A4, Letter, Legal or Folio (8"×13") size of paper for this function.

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **1**, **9**.

```
21.Setup Receive
  9.Duplex
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose On or Off.
   Press **OK**.
4. Press **Stop/Exit**.

Note

When you turn Duplex on the auto reduction feature is also turned on.

Setting the Fax Receive Stamp

You can set the machine to print the received date and time in the top center of each received fax page.

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **1**, **8**.

```
21.Setup Receive
  8.Fax Rx Stamp
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to choose `On` (or `Off`). Press **OK**.
4. Press **Stop/Exit**.

Note

- The received time and date will not appear when using Internet Fax*. (*MFC-8860DN and MFC-8870DW only).
- Make sure you have set the current date and time in the machine.

Receiving a fax at the end of a conversation

At the end of a conversation you can ask the other party to send you a fax before you both hang up.

1. Ask the other person to place the document in their machine and to press Start or Send key.
2. When you hear the CNG tones (slowly repeating beeps), press **Start**.
3. Replace the external handset.

Printing a fax from the memory

If you are using the Fax Storage feature (**Menu**, **2**, **5**, **1**), you can still print a fax from the memory when you are at your machine. See *Paging* on page 63 and *Fax Storage* on page 63.

1. Press **Menu**, **2**, **5**, **3**.

```
25.Remote Fax Opt
  3.Print Fax


Press Start
```

2. Press **Start**.

7 Phone services and external devices

Phone line services

Your machine supports the Caller ID and Distinctive Ring subscriber telephone services that some telephone companies offer.

Features like Voice Mail, Call Waiting, Call Waiting/Caller ID, RingMaster, answering services, alarm systems or other custom features on one phone line may affect the way your machine works. If you have Voice Mail on your phone line, please read the following carefully.

Distinctive Ring

Brother uses the term 'Distinctive Ring' but different telephone companies have other names for this service such as SmartRing, RingMaster, Teen-Ring, Indent-a-Call or Indent-a-Ring.

What does your telephone company's 'Distinctive Ring' do?

Your telephone company's Distinctive Ring service allows you to have more than one number on the same phone line. **If you need more than one phone number, it is cheaper than paying for an extra line.** Each phone number has its own distinctive ring pattern, so you will know which phone number is ringing. This is one way you can have a separate phone number for your machine.

Note

Please call your telephone company for availability and rates.

What does Brother's 'Distinctive Ring' do?

The Brother machine has a Distinctive Ring feature that allows you to use your machine to take full advantage of the telephone company's Distinctive Ring service. The new phone number on your line can just receive faxes.

Note

You must pay for your telephone company's Distinctive Ring service before you program the machine to work with it.

Do you have Voice Mail?

If you have Voice Mail on the phone line that you will install your new machine on, *there is a strong possibility that Voice Mail and the* ***machine*** *will conflict with each other while receiving incoming calls.* **However, the Distinctive Ring feature allows you to use more than one number on your line, so both Voice Mail and the machine can work together without any problems.** If each one has a separate phone number, neither will interfere with the other's operations.

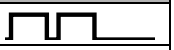
If you decide to get the Distinctive Ring service from the telephone company, you will need to follow the directions below to 'register' the new Distinctive Ring pattern they give you. This is so your machine can recognize its incoming calls.

Note

You can change or cancel the Distinctive Ring pattern at any time. You can switch it off temporarily, and turn it back on later. When you get a new fax number, make sure you reset this feature.

Before you choose the ring pattern to register

You can only register one Distinctive Ring pattern with the machine. Some ring patterns cannot be registered. The ring patterns below are supported by your Brother machine. Register the one your telephone company gives you.

Ring Pattern	Rings	
1	long-long	
2	short-long-short	
3	short-short-long	
4	very long (normal pattern)	

Note

If the ring pattern you received is not on this chart, **please call your telephone company and ask for one that is shown**.

- The machine will only answer calls to its registered number.
- The first two rings are silent on the machine. This is because the fax must <<listen>> to the ring pattern (to compare it to the pattern that was ‘registered’). (Other telephones on the same line will ring.)
- If you program the machine properly, it will recognize the registered ring pattern of the ‘fax number’ within 2 ring patterns and then answer with a fax tone. When the ‘voice number’ is called, the machine will not answer.

Registering the Distinctive Ring pattern
Very important!

After you have set the Distinctive Ring feature to ON, the receive mode is set to `Manual` automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, `Manual` mode means you must answer all the calls yourself. You can not change the receive mode to another mode while the Distinctive Ring is set to on.

1. Press **Menu**, **2**, **0**, **2**.

```
20.Miscellaneous
  2.Distinctive
▲    Off
▼    Set
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Set`.
3. Press **OK**.
4. Press ▲ or ▼ to select the stored ring pattern you want to use. Press **OK**.
5. (You will hear each pattern as you scroll through the four patterns. Make sure you choose the pattern that the telephone company gave you.)
6. Press **Stop/Exit**. Distinctive Ring is now set to on.

Turning off Distinctive Ring

1. Press **Menu**, **2**, **0**, **2**.

```
20.Miscellaneous
  2.Distinctive
▲    Off
▼    Set
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Off`. Press **OK**.
3. Press **Stop/Exit**.

Note

If you turn off Distinctive Ring, the machine will stay in `Manual` receive mode. You will need to set the Receive Mode again. (See *Choosing the receive mode* on page 40.)

Caller ID

Caller ID is a subscriber service offered by many telephone companies. Call your telephone company for specific details. Your machine can display the telephone number or name of your caller, if it is available, as the line rings. When you pick up the handset, the LCD will stop displaying this information. Your machine will store it in the Caller ID memory.

During a call Caller ID may display one of the messages below:

- `Out of area`

  This message means that the call came from outside your Caller ID area.

- `Private Call`

  The caller has blocked their Caller ID.

Viewing Caller ID List

Your machine stores information for the last thirty calls in the Caller ID list. You can view or print this list. When the thirty-first call comes in to the machine, it replaces information about the first call.

1. Press **Menu**, **2**, **0**, **3**.

```
20.Miscellaneous
  3.Caller ID
▲    Display#
▼    Print Report
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Display#`. Press **OK**.
3. Press ▲ or ▼ to scroll through the Caller ID memory to select the Caller ID you want to view. Press **OK**. The LCD shows the caller's number, the date, and time of the call.
4. Press ◀ to return to the Caller ID listing, or press **Stop/Exit**.

Printing Caller ID List

1. Press **Menu**, **2**, **0**, **3**.

```
20.Miscellaneous
  3.Caller ID
▲    Display#
▼    Print Report
Select ▲▼ & OK
```

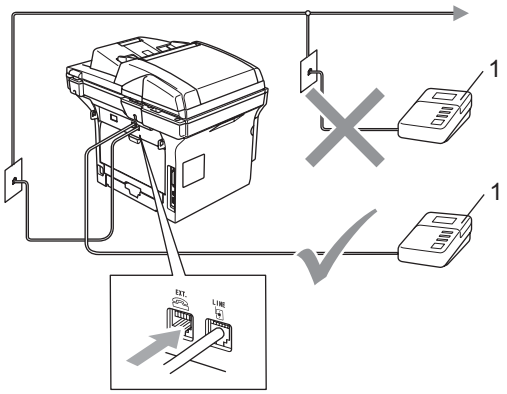
2. Press ▲ or ▼ to select `Print Report`. Press **OK**.
3. Press **Start**.
4. When the printing has finished, press **Stop/Exit**.

Connecting an external TAD (telephone answering device)

You can connect an external Telephone Answering Device (TAD) to the same line as your machine. When the TAD answers a call, your machine will “listen” for the CNG (fax calling) tones sent by a sending fax machine. If it hears them it will take over the call and receive the fax. If it does not hear them, it will let your TAD take a voice message and the display will show `Telephone`.

The external TAD must answer within four rings (we recommend you set it to two rings). This is because your machine cannot hear the CNG tones until the external TAD has picked up the call. The sending machine will send CNG tones for only eight to ten seconds longer. We do not recommend using the toll saver feature on your external TAD if it needs more than four rings to activate it.

Unless you are using Distinctive Ring, the TAD must be connected to the EXT jack of the machine.



1 TAD

Note

If you have problems receiving faxes, reduce the ring delay setting on your external TAD.

Connections

The external TAD must be plugged into the back of the machine, into the jack labeled EXT. Your machine cannot work properly if you plug the TAD into a wall jack (unless you are using Distinctive Ring).

1. Plug the telephone line cord from the telephone wall jack into the back of the machine, in the jack labeled LINE.
2. Plug the telephone line cord from your external TAD into the back of the machine, in the jack labeled EXT. (Make sure this cord is connected to the TAD at the TAD’s telephone line jack, and not its handset jack.)
3. Set your external TAD to four rings or less. (The machine’s Ring Delay setting does not apply.)
4. Record the outgoing message on your external TAD.
5. Set the TAD to answer calls.
6. Set the Receive Mode to `External TAD`. (See *Choosing the receive mode* on page 40.)

Recording an outgoing message

1. Record 5 seconds of silence at the beginning of your message. This allows your machine time to listen for fax tones.
2. Limit your speaking to 20 seconds.
3. End your 20-second message by giving your Fax Receive Code for people sending manual faxes. For example: “After the beep, leave a message or send a fax by pressing ✳**51** and Start.”

Note

We recommend beginning your OGM with an initial 5 second silence because the machine cannot hear fax tones over a loud voice. You may try leaving out this pause, but if your machine has trouble receiving, then you should re-record the OGM to include it.

Special line considerations

Roll over phone lines

A roll over phone system is a group of two or more separate telephone lines that pass incoming calls to each other if they are busy. The calls are usually passed down or “rolled over” to the next available phone line in a preset order.

Your machine can work in a roll over system as long as it is the last number in the sequence, so the call cannot roll away. Do not put the machine on any of the other numbers; when the other lines are busy and a second fax call is received, the fax call would be transferred to a line that does not have a fax machine. **Your machine will work best on a dedicated line.**

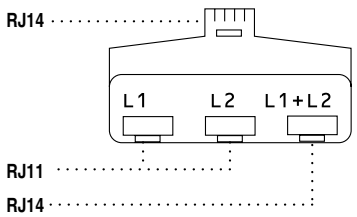
Two-line phone system

A two-line phone system is nothing more than two separate phone numbers on the same wall outlet. The two phone numbers can be on separate jacks (RJ11) or combined into one jack (RJ14). Your machine must be plugged into an RJ11 jack. RJ11 and RJ14 jacks may be equal in size and appearance and both may contain four wires (black, red, green, yellow). To test the type of jack, plug in a two-line phone and see if it can access both lines. If it can, you must separate the line for your machine. (See *Easy Receive* on page 43.)

Converting telephone wall outlets

There are three ways to convert to an RJ11 jack. The first two ways may require assistance from the telephone company. You can change the wall outlets from one RJ14 jack to two RJ11 jacks. Or, you can have an RJ11 wall outlet installed and slave or jump one of the phone numbers to it.

The third way is the easiest: Buy a triplex adapter. You can plug a triplex adapter into an RJ14 outlet. It separates the wires into two separate RJ11 jacks (Line 1, Line 2) and a third RJ14 jack (Lines 1 and 2). If your machine is on Line 1, plug the machine into L1 of the triplex adapter. If your machine is on Line 2, plug it into L2 of the triple adapter.



Installing machine, external two-line TAD and two-line telephone

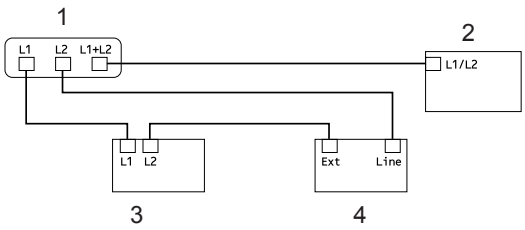
When you are installing an external two-line telephone answering device (TAD) and a two-line telephone, your machine must be isolated on one line at both the wall jack and at the TAD. The most common connection is to put the machine on Line 2, which is explained in the following steps. The back of the two-line TAD must have two telephone jacks: one labeled L1 or L1/L2, and the other labeled L2. You will need at least three telephone line cords, the one that came with your machine and two for your external two-line TAD. You will need a fourth line cord if you add a two-line telephone.

Place the two-line TAD and the two-line telephone next to your machine.

Plug one end of the telephone line cord for your machine into the L2 jack of the triplex adapter. Plug the other end into the LINE jack on the back of the machine.

Plug one end of the first telephone line cord for your TAD into the L1 jack of the triplex adapter. Plug the other end into the L1 or L1/L2 jack of the two-line TAD.

Plug one end of the second telephone line cord for your TAD into the L2 jack of the two-line TAD. Plug the other end into the EXT. jack on the left side of the machine.



1 Triplex Adapter

2 Two Line Phone

3 External Two Line TAD

4 Machine

You can keep two-line telephones on other wall outlets as always. There are two ways to add a two-line telephone to the machine's wall outlet. You can plug the telephone line cord from the two-line telephone into the L1+L2 jack of the triplex adapter. Or, you can plug the two-line telephone into the TEL jack of the two-line TAD.

Multi-line connections (PBX)

We suggest you ask the company who installed your PBX to connect your machine. If you have a multi line system we suggest you ask the installer to connect the unit to the last line on the system. This prevents the machine being activated each time the system receives telephone calls. If all incoming calls will be answered by a switchboard operator we recommend that you set the Receive Mode to `Manual`.

We cannot guarantee that your machine will operate properly under all circumstances when connected to a PBX. Any difficulties with sending or receiving faxes should be reported first to the company who handles your PBX.

External and extension phones

Operation from extension telephones

If you answer a fax call on an extension telephone, or an external telephone connected to the EXT. jack of the machine, you can make your machine take the call by using the Fax Receive Code. When you press the Fax Receive Code ✳**51**. the machine starts to receive the fax. (See *Easy Receive* on page 43.)

If the machine answers a voice call and pseudo/double-rings for you to take over, use the Telephone Answer Code **#51** to take the call at an extension phone. (See *F/T Ring Time* on page 42.)

If you answer a call and no one is on the line:

You should assume that you're receiving a manual fax.

1. Press ✳**51** and wait for the chirp or until the machine's LCD shows `Receiving`, and then hang up.

For Fax/Tel mode only

When the machine is in Fax/Tel mode, it will use the F/T Ring Time (pseudo/double-ringing) to alert you to pick up a voice call.

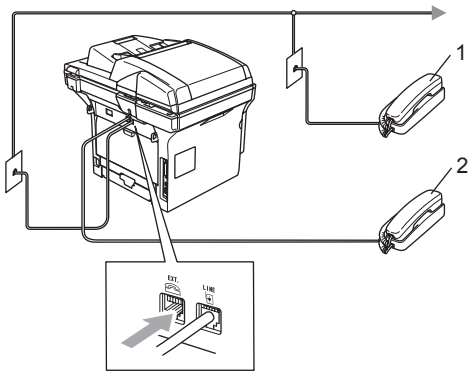
Lift the external telephone's handset, and then press **Hook** to answer.

If you're at an extension phone, you will need to lift the handset during the F/T Ring Time and then press **#51** between the pseudo/double rings. If no one is on the line, or if someone wants to send you a fax, send the call back to the machine by pressing ✳**51**.

Connecting an external phone

You can connect a separate telephone directly to your machine as shown in the diagram below.

Connect the telephone line cord to the jack labeled EXT.



1 Extension telephone

2 External telephone

When you are using an external telephone, the LCD shows `Telephone`.

Using a cordless external handset

If your cordless telephone is connected to the EXT. jack of the machine (see page 52) and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

If you let the machine answer first, you will have to go to the machine so you can press **Hook** twice to transfer the call to the cordless handset.

Using remote codes

Fax Receive Code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by dialing the fax receive code ✳**51**. Wait for the chirping sounds then replace the handset. See *Easy Receive* on page 43. Your caller will have to press **Start** to send the fax.

Telephone Answer Code

If you receive a voice call and the machine is in F/T mode, it will start to sound the F/T (double) ring after the initial ring delay. If you pick up the call on an extension phone you can turn the F/T ring off by pressing **#51** (make sure you press this *between* the rings).

Changing the remote codes

The preset fax receive code is ✳**51**. The preset telephone answer code is **#51**. If you are always disconnected when accessing your external TAD, try changing the three-digit remote codes, for example **###** and **999**.

1. Make sure you are in Fax mode  .
2. Press **Menu 2**, **1**, **4**.

```
21.Setup Receive
  4.Remote Codes
▲    On
▼    Off
Select ▲▼ & OK
```

3. Press ▲ or ▼ to select `On` or `Off`. Press **OK**.
4. If you selected `On` in ❸, enter the new fax receive code. Press **OK**.
5. Enter the new telephone answer code. Press **OK**.
6. Press **Stop/Exit**.

8 Dialing and storing numbers

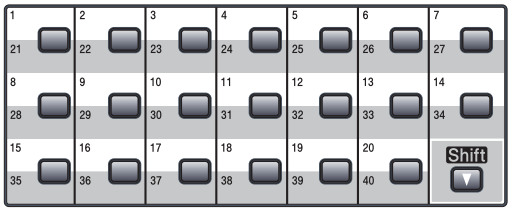
How to Dial

Manual dialing

Use the keypad to enter all the digits of the telephone number.

One-Touch dialing

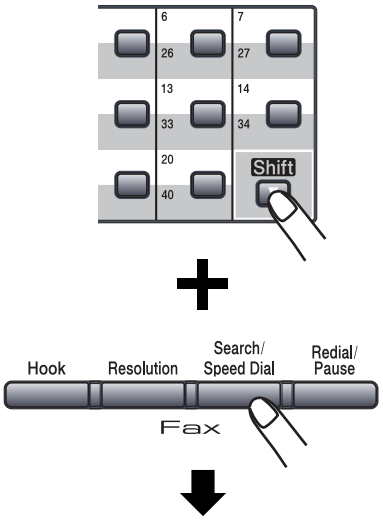
Press the One-Touch key that stores the number you want to call.



To dial One-Touch numbers 21 to 40, hold down **Shift** as you press the One-Touch key.

Speed-Dialing

Press **Search/Speed Dial** and **Shift** simultaneously and then the three-digit Speed-Dial number.



Three-digit number

Note

If the LCD shows `Not Registered` when you enter a One-Touch or a Speed-Dial number, it means that a number is not stored there.

Search

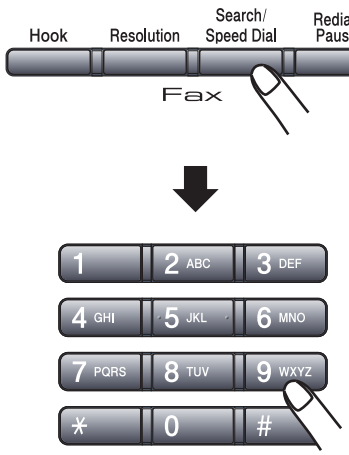
You can search alphabetically for names you have stored in the One-Touch and Speed-Dial memories.

1. Press **Search/Speed Dial**.
2. Press the dial pad key for the first letter of the name.
   (Use the chart on *Entering Text* on page 151 to help you enter letters.)
   Press **OK**.
3. Press ▲ or ▼ to scroll until you find the name you are looking for.
   Press **OK**.

Note

You can press **Resolution** to change the displayed resolution.

4. Press **Start**.



LDAP Search (MFC-8860DN and MFC-8870DW only)

If the machine is connected to your LDAP server, you can search for information such as fax numbers and E-mail addresses from your server. (For details about how to set up LDAP see *the Network User's Guide on the CD-ROM*.)

Fax redial

If you are sending a fax manually and the line is busy, press **Redial/Pause**, wait for the other fax machine to answer, and then press **Start** to try again. If you want to make a second call to the last number dialed, you can save time by pressing **Redial/Pause** and **Start**.

Redial/Pause only works if you dialed from the control panel.

If you are sending a fax automatically and the line is busy, the machine will automatically redial one time after five minutes.

Storing numbers

You can set up your machine to do the following types of easy dialing: One-Touch, Speed-Dial and Groups for Broadcasting faxes. You can also specify the default resolution for each One-Touch and Speed-Dial number. When you dial a quick-dial number, the LCD shows the name, if you stored it, or the number. A scan profile can also be stored along with the fax number or E-mail address.

If you lose electrical power, the quick-dial numbers stored in the memory will not be lost.

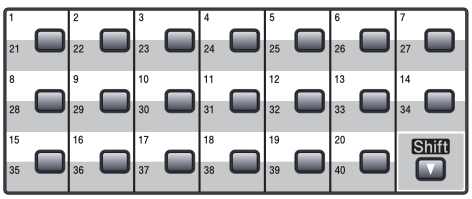
A scan profile is the resolution and other scan settings that you choose when you store a number. For example, you will be asked to select Standard, Fine, S.Fine or Photo if you have selected the Fax/Tel option. Or, you will be asked to select B/W 200 dpi, B/W 200x100 dpi, Color 150 dpi, Color 300 dpi or Color 600 dpi if you selected the E-Mail option.

Storing a pause

Press **Redial/Pause** to insert a 3.5-second pause between numbers. If you are dialing overseas, you can press **Redial/Pause** as many times as needed to increase the length of the pause.

Storing One-Touch dial numbers

Your machine has 20 One-Touch keys where you can store 40 fax or phone numbers, E-mail addresses for automatic dialing. To access numbers 21 to 40, hold down **Shift** as you press the One-Touch key.



MFC-8460N:

1. Press **Menu**, **2**, **3**, **1**.

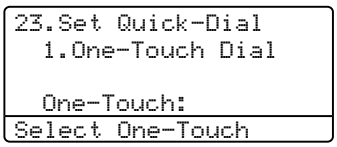
```
23.Set Quick-Dial
  1.One-Touch Dial

  One-Touch:
Select One-Touch
```

2. Press the One-Touch key where you want to store a number.
3. Enter the phone or fax number (up to 20 characters). Press **OK**.
4. Choose one of the options below:
   - Enter the name using the dial pad (up to 15 characters). Use the chart on *Entering Text* on page 151 to help you enter letters. Press **OK**.
   - Press **OK** to store the number without a name.
5. If you want to save a fax resolution along with the number, choose one of the options below:
   - To store the fax resolution, press ▲ or ▼ to select `Std`, `Fine`, `S.Fine` or `Photo`. Press **OK**.
   - Press **OK** twice if you don't want to change the default resolution.
6. Choose one of the options below:
   - To store another One-Touch number go to ❷.
   - To finish storing One-Touch numbers press **Stop/Exit**.

MFC-8860DN and MFC-8870DW only:

1. Press **Menu**, **2**, **3**, **1**.



2. Press the One-Touch key where you want to store a number.

3. Press ▲ or ▼ to select `Fax/Tel`, `E-Mail` or `IFAX`. Press **OK**.

4. Choose one of the options below:
   - Enter the number (up to 20 characters) if you selected `Fax/Tel`. Press **OK**.
   - Enter the E-mail address (up to 60 characters) if you selected `E-Mail` or `IFAX`. Use the chart on *Entering Text* on page 151 to help you enter letters. Press **OK**.

Note

If you selected `E-Mail` and save the E-mail address, you can only use the E-mail address when you are in Scan mode. If you selected `IFAX` and save the E-mail address, you can only use E-mail address when you are in Fax mode.

5. Choose one of the options below:
   - Enter the name using the dial pad (up to 15 characters). Press **OK**.
   - Press **OK** to store the number or E-mail address without a name.

6. If you want to save a fax/scan resolution along with the number, choose one of the options below:
   - If you selected `Fax/Tel` at ❸, press ▲ or ▼ to select `Std`, `Fine`, `S.Fine` or `Photo`.
     Press **OK** and then go to ❽.
   - If you selected `E-Mail` at ❸, press ▲ or ▼ to select `B/W 200dpi`, `B/W 200x100dpi`, `Color 150dpi`, `Color 300dpi`, or `Color 600dpi`.
     Press **OK** and then go to ❼.
   - If you selected `IFAX` at ❸, press ▲ or ▼ to select `Std`, `Fine` or `Photo`.
     Press **OK** and then go to ❽.
   - Press **OK** if you don't want to change the default resolution. Go to ❽.

7. Choose one of the options below:
   If you selected Black & White at ❻, select the file format (TIFF or PDF) that will be used to send to your PC.
   If you selected Color at ❻, select the file format (PDF or JPEG) that will be used to send your PC.

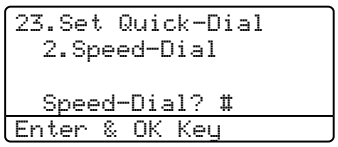
8. Choose one of the options below:
   - To store another One-Touch number go to ❷.
   - To finish storing One-Touch numbers press **Stop/Exit**.

Storing Speed-Dial numbers

You can store your frequently used numbers as Speed-Dial numbers. The machine can store 300 Speed-Dial numbers.

MFC-8460N:

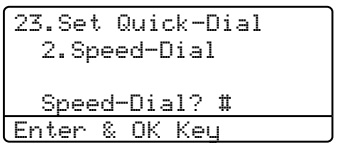
1. Press **Menu**, **2**, **3**, **2**.



2. Use the dial pad to enter a three-digit Speed-Dial location number (001–300). Press **OK**.
3. Enter the phone or fax number (up to 20 characters). Press **OK**.
4. Choose one of the options below:
   - Enter the name using the dial pad (up to 15 characters). Use the chart on *Entering Text* on page 151 to help you enter letters. Press **OK**.
   - Press **OK** to store the number or the address without a name.
5. If you want to save a fax resolution along with the number, choose one of the options below:
   - To store the fax resolution, press ▲ or ▼ to select `Std`, `Fine`, `S.Fine` or `Photo`. Press **OK**.
   - Press **OK** you don't want to change the default resolution.
6. Choose one of the options below:
   - To store another Speed-Dial number go to ❷.
   - To finish storing Speed-Dial numbers press **Stop/Exit**.

MFC-8860DN and MFC-8870DW only:

1. Press **Menu**, **2**, **3**, **2**.



2. Use the dial pad to enter a three-digit Speed-Dial location number (001–300). Press **OK**.
3. Press ▲ or ▼ to select `Fax/Tel`, `E-Mail` or `IFAX`. Press **OK**.
4. Choose one of the options below:
   - Enter the number (up to 20 characters) when you select `Fax/Tel`.
   - Enter the E-mail address (up to 60 characters) when you select `E-Mail` or `IFAX`. Use the chart on *Entering Text* on page 151 to help you enter letters. Press **OK**.
5. Choose one of the options below:
   - Enter the name using the dial pad (up to 15 characters). Press **OK**.
   - Press **OK** to store the number or E-mail address without a name.
6. If you want to save a fax/scan resolution along with the number, choose one of the options below:
   - If you selected `Fax/Tel` at ❸, press ▲ or ▼ to select `Std`, `Fine`, `S.Fine` or `Photo`. Press **OK** and then go to ❽.
   - If you selected `E-Mail` at ❸, press ▲ or ▼ to select `B/W200x100`, `B/W200dpi`, `Color150dpi`, `Color300dpi` or `Color600dpi`. Press **OK** and then go to ❼.
   - If you selected `IFAX` at ❸, press ▲ or ▼ to select `Std`, `Fine` or `Photo`. Press **OK** and then go to ❽.
   - Press **OK** if you don't want to change the default resolution. Go to ❽.

7 If you selected Black & White at ❻, select the file format (TIFF or PDF) that will be used to send to your PC.
If you selected Color at ❻, select the file format (PDF or JPEG) that will be used to send your PC.

8 Choose one of the options below:
- To store another Speed-Dial number go to ❷.
- To finish storing Speed-Dial numbers press **Stop/Exit**.

Note

When you do a broadcast and you have saved a scan profile along with the number or E-mail address, the scan profile of the One-Touch, Speed-Dial or Group number you chose first will be applied to the broadcast.

Changing One-Touch and Speed-Dial numbers

If you try to store a One-Touch or Speed-Dial number over an existing number, the LCD will show the name or number already stored there. The machine will ask you to do one of the following:

1 Do one of the following:
- To change the stored number, press **1**.
- To exit without making a change, press **2**.

2 Press ▲ or ▼ to select `Fax/Tel`. `E-Mail` or `IFAX`. Press **OK**.

```
23.Set Quick-Dial
   #005:MIKE
▲     1.Change
▼     2.Exit
Select ▲▼ & OK
```

3 Press ◀ or ▶ to position the cursor under the character you want to change, and then press **Clear/Back** to delete it. Repeat for each character you want to delete.

4 Enter a new number or character. Press **OK**.

5 Follow the directions beginning at ❸ in Storing One-Touch Dial numbers and Storing Speed-Dial numbers. (See *Storing One-Touch dial numbers* on page 56 and *Storing Speed-Dial numbers* on page 58.)

Setting up Groups for broadcasting

If you often want to send the same fax message to many fax numbers you can set up a group.

Groups are stored on a One-Touch key or a Speed-Dial number. Each group uses up a One-Touch key or a Speed-Dial location. You can then send the fax message to all the numbers stored in a group just by pressing a One-Touch key or entering a Speed-Dial number, and then pressing **Start**.

Before you can add numbers to a group, you need to store them as One-Touch or Speed-Dial numbers. You can have up to 20 small groups, or you can assign up to 339 numbers to one large group.

1. Press **Menu**, **2**, **3**, **3**.

```
23.Set Quick-Dial
 3.Setup Groups

 Group Dial:
 Press Speed-Dial...
```

2. Choose an empty location where you want to store the group in one of the following ways:
   - Press a One-Touch key.
   - Hold down **Shift** as you press **Search/Speed Dial**, and then enter the three-digit Speed-Dial location. Press **OK**.

3. Use the dial pad to enter a group number (1 to 20). Press **OK**.
   (MFC-8460N) Go to ❺.
   (MFC-8860DN and MFC-8870DW) Go to ❹.

4. (MFC-8860DN and MFC-8870DW only) Press ▲ or ▼ to select `Fax/IFAX` or `E-Mail`. Press **OK**.

5. The LCD will display your chosen One-Touch numbers with a * and Speed-Dial numbers with a # (for example *006, #09).
   To add One-Touch or Speed-Dial numbers follow the instructions below:
   - For One-Touch numbers, press the One-Touch keys one after the other.
   - For Speed-Dial numbers, hold down **Shift** as you press **Search/Speed Dial**, and then enter the three-digit Speed-Dial location. Press **OK**.

6. Press **OK** when you have finished adding numbers.

7. Do one of the following:
   - Enter the name using the dial pad (up to 15 characters). Use the chart on Entering Text on page 146 to help you enter letters. Press **OK**.
   - Press **OK** to store the number or E-Mail address without a name.

8. You can save a fax/scan resolution along with the number. Do one of the following:
   - If you selected `Fax/IFAX` in ❹, press ▲ or ▼ to select `Std`, `Fine`, `S.Fine` or `Photo`.
     Press **OK** and then go to ❿.
   - If you selected `E-Mail` in ❹, press ▲ or ▼ to select `B/W200dpi` or `B/W 200x100`.
     Press **OK** and then go to ❾.
   - Press **OK** if you don't want to change the default resolution. Go to ❿.

Note

If you have selected `Fax/IFAX` in ❹ and added One-Touch or Speed-Dial numbers that are stored as 'IFAX', you cannot select `S.Fine`.

9. Select the file format (TIFF or PDF) that will be used to send to your PC.

10 Do one of the following:
- To store another group for broadcasting, go to ❷.
- To finish storing groups for broadcasting, go to ⓫.

11 Press **Stop/Exit.**

Dialing access codes and credit card numbers

You can combine more than one Quick-Dial number when you dial. This feature may be useful if you need to dial an access code for a cheaper rate long distance carrier.

For example, you might have stored ‘555’ on Speed-Dial #003 and ‘7000’ on Speed-Dial #002. You can use them both to dial ‘555-7000’ if you press the following keys:

Hold down **Shift** as you press **Search/Speed Dial**, **003**, Hold down **Shift** as you press **Search/Speed Dial**, **002** and **Start**.

Numbers can be added manually by entering them on the dial pad:

Hold down **Shift** as you press **Search/Speed Dial**, **003**, **7001** (on the dial pad), and **Start**.

This would dial ‘555–7001’. You can also add a pause by pressing the **Redial/Pause** key.

Pause

Press **Redial/Pause** to insert 3.5-seconds pause between numbers. If you are dialing overseas, you can press **Redial/Pause** as many times as needed to increase the length of the pause.

Tone or Pulse (For Canada only)

If you have a Pulse dialing service, but need to send Tone signals (for example, for telephone banking), follow the instructions below. If you have Touch Tone service, you will not need this feature to send tone signals.

1 Press **Hook**.

2 Press # on the machine’s control panel. Any digits dialed after this will send tone signals.
When you hang up, the machine will return to the Pulse dialing service.

9 Remote fax options

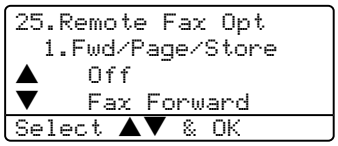
Remote fax options let you receive faxes while you are away from the machine.

You can *only* use one fax option at a time.

Fax Forwarding

The fax forwarding feature lets you automatically forward your received faxes to another machine.

1. Press **Menu**, **2**, **5**, **1**.



2. Press ▲ or ▼ to select `Fax Forward`.
Press **OK**.
The LCD will ask you to enter the fax number you want your faxes to be forwarded to.

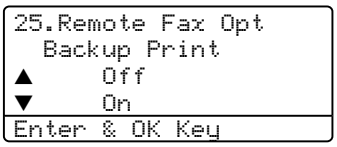
3. Enter the forwarding number using dial pad (up to 20 digits), using a One-Touch Key or using **Search/Speed Dial** and the three-digit location.

Note

If you store a group on a One-Touch key or a Speed Dial location, the faxes will be forwarded to several fax numbers.

4. Press **OK**.

5. Press ▲ or ▼ to select `On` or `Off`.



Press **OK**.

6. Press **Stop/Exit**.

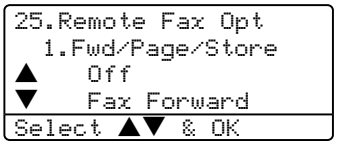
Note

If you select Backup Print On, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is forwarded or a problem at the receiving machine. The machine can store faxes up to 4 days if there is a power failure.

Paging

When Paging is selected, your machine dials the pager number you've programmed, and then dials your Personal Identification Number (PIN). This activates your pager so you will know that you have a fax message in the memory.

1. Press **Menu**, **2**, **5**, **1**.



2. Press ▲ or ▼ to select `Paging`.

3. Enter your pager phone number followed by **# #** (up to 20 digits).
Press **OK**.
Do not include the area code if it is the same as that of your machine.
For example, press
1 8 0 0 5 5 5 1 2 3 4 # #.

4. Do one of the following.
   - If your pager needs a PIN, enter the PIN, press **#**, press **Redial/Pause**, enter your fax number followed by **# #**.
   Press **OK**.
   (For example, press **1 2 3 4 5 # Redial/Pause 1 8 0 0 5 5 5 6 7 8 9 # #**)
   - If you do not need a PIN, press **Redial/Pause**, enter your fax number followed by **# #**.
   Press **OK**.
   (For example, press **Redial/Pause 1 8 0 0 5 5 5 6 7 8 9 # #**)

5. Press **Stop/Exit**.

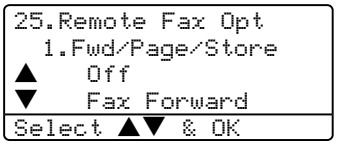
Note

- You cannot change a Paging number or PIN remotely.
- If you have set Paging, a backup copy will automatically be printed at the machine.

Fax Storage

The fax storage feature lets you store your received faxes in the machine's memory. You can retrieve stored fax messages from a fax machine at another location using the remote retrieval commands. see *Retrieving fax messages* on page 67. Your machine will automatically print a copy of the stored fax.

1. Press **Menu**, **2**, **5**, **1**.



2. Press ▲ or ▼ to select `Fax Storage`.
Press **OK**.

3. Press **Stop/Exit**.

PC Fax Receive

If you turn on the PC-Fax Receive feature your machine will store received faxes in memory and send them to your PC automatically. You can then use your PC to view and store these faxes.

Even if you have turned off your PC (at night or on the weekend, for example), your machine will receive and store your faxes in its memory. The LCD will show the number of stored faxes received, for example:
`PC Fax Msg:001`
When you start your PC and the PC-FAX Receiving software runs, your machine transfers your faxes to your PC automatically.

To transfer the received faxes to your PC you must have the PC-FAX Receive software running on your PC. (For details, see *PC-FAX receive (including when the PC is turned off)* in the *Software User's Guide on the CD-ROM*.)

If you select Backup Print On, the machine will also print the fax.

1. Press **Menu**, **2**, **5**, **1**.

```
25.Remote Fax Opt
  1.Fwd/Page/Store
▲    Off
▼    Fax Forward
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `PC Fax Receive`. Press **OK**.

3. Press ▲ or ▼ to select `<USB>`, `<Parallel>`, or your computer name.

```
25.Remote Fax Opt
  1.Fwd/Page/Store
     <USB>
     <Parallel>
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select `On` or `Off`.

```
25.Remote Fax Opt
  Backup Print
▲     Off
▼     On
Select ▲▼ & OK
```

Press **OK**.

5. Press **Stop/Exit**.

Note

- If you select Backup Print On, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is forwarded or a problem at the receiving machine. The machine can store faxes up to 4 days if there is a power failure.
- PC Fax Receive is not supported in the Windows NT® workstation Version 4.0 and Mac OS® or when the machine is connected on a network.

Changing Remote Fax Options

If received faxes are left in your machine's memory when you change to another remote fax option, the LCD will ask you the following message:

```
25.Remote Fax Opt
  Erase All Fax?
▲     1.Yes
▼     2.No
Select ▲▼ & OK
```

- If you press **1**, faxes in the memory will be erased or printed before the setting changes. If a backup copy has already been printed it will not be printed again.
- If you press **2**, faxes in the memory will not be erased or printed and the setting will be unchanged.

If received faxes are left in the machine's memory when you change to `PC Fax Receive` from another remote fax option (`Fax Forward`, `Paging` or `Fax Storage`), the LCD will ask you the following message:

```
25.Remote Fax Opt
  Send Fax to PC?
▲     1.Yes
▼     2.No
Select ▲▼ & OK
```

- If you press **1**, faxes in the memory will be sent to your PC before the setting changes. Faxes in the memory will be sent to your PC when the PC-Fax Receive icon is active on your PC. *See the Software User's Guide on the CD-ROM.*
- If you press **2**, faxes in the memory will not be erased or transferred to your PC and the setting will be unchanged.

Turning off Remote Fax Options

1. Press **Menu**, **2**, **5**, **1**.

```
25.Remote Fax Opt
  1.Fwd/Page/Store
▲   Off
▼   Fax Forward
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `Off`. Press **OK**.

Note

The LCD will give you options if there are received faxes still in your machine's memory. (See *Changing Remote Fax Options* on page 65.)

3. Press **Stop/Exit**.

Remote Retrieval

The remote retrieval feature lets you retrieve your stored fax messages when you are not at the machine. You can call your machine from any touch tone phone or fax machine, then use the Remote Access Code to retrieve your messages.

Setting a remote access code

The remote access code lets you access the remote retrieval features when you are away from your machine. Before you use the remote access and retrieval features, you have to set up your own code. The default code is an inactive code: – – –✳.

1. Press **Menu**, **2**, **5**, **2**.

```
25.Remote Fax Opt
  2.Remote Access

  Access Code:---*
Enter & OK Key
```

2. Enter a three-digit code using numbers **0** – **9**, ✳ or #. Press **OK**.

3. Press **Stop/Exit**.

Note

Do not use the same code used for your Fax Receive Code (✳**51**) or Telephone Answer Code (**#51**). See *Changing the remote codes* on page 53.

You can change your code at any time. If you want to make your code inactive, press **Clear/Back** and **OK** in ❷ to restore the default setting – – –✳.

Using your Remote Access Code

1. Dial your fax number from a telephone or another fax machine using touch tone.

2. When your machine answers, immediately enter your Remote Access Code (3 digits followed by ✳).

3. The machine signals if it has received messages:
   - *No beeps*
     No messages received.
   - *1 long beep*
     Fax message received.

4. The machine gives two short beeps to tell you to enter a command. (See *Remote fax commands* on page 68.) The machine will hang up if you wait longer than 30 seconds before entering a command. If you enter an invalid command the machine will beep three times.

5. Press **9 0** to reset the machine when you have finished.

6. Hang up.

Note

If your machine is set to `Manual` mode and you want to use the remote retrieval features, you can access your machine by waiting about 2 minutes after it starts ringing, and then entering the remote access code within 30 seconds.

Retrieving fax messages

1. Dial your fax number from a telephone or another fax machine using touch tone.
2. When your machine answers, immediately enter your remote access code (3 digits followed by ✳). If you hear one long beep, you have messages.
3. When you hear two short beeps, use the dial pad to press **9 6 2**.
4. Wait for a long beep, and then use the dial pad to enter the number of the remote fax machine where you want your fax messages sent to, followed by **##** (up to 20 digits).
5. Hang up after you hear your machine beep. Your machine will call the other machine, which will then print your fax messages.

Note

You can insert a pause in a fax number by using the # key.

Changing the Fax Forwarding number

You can change the default setting of your fax forwarding number from another telephone or fax machine using touch tone.

1. Dial your fax number from a telephone or another fax machine using touch tone.
2. When your machine answers, enter your remote access code (3 digits followed by ✳). If you hear one long beep, you have messages.
3. When you hear two short beeps, use the dial pad to press **9 5 4**.
4. Wait for a long beep, and then use the dial pad to enter the new number of the remote fax machine where you want your fax messages forwarded followed by **##** (up to 20 digits).
5. Press **9 0** to reset the machine when you have finished.
6. Hang up after you hear your machine beep.

Note

You can insert a pause in a fax number by using the # key.

Remote fax commands

Follow the commands below to access features when you are away from the machine. When you call the machine and enter your Remote Access Code (3 digits followed by ✳), the system will give two short beeps and you must enter a remote command.

Remote commands		Operation details
95	**Change the fax forwarding, paging or fax storage settings**	
	1 OFF	You can choose `Off` after you have retrieved or erased all your messages.
	2 Fax forwarding	One long beep means the change is accepted. If you hear three short beeps, you cannot change because something has not been set up (for example, a fax forwarding or paging number had not been registered). You can register your fax forwarding number by entering 4. (See *Changing the Fax Forwarding number* on page 67.) Once you have registered the number, fax forwarding will work.
	3 Paging	
	4 Fax forwarding number	
	6 Fax storage	
96	**Retrieve a fax**	
	2 Retrieve all faxes	Enter the number of a remote fax machine to receive stored fax message(s). (See *Retrieving fax messages* on page 67.)
	3 Erase faxes from the memory	If you hear one long beep, fax messages have been erased from the memory.
97	**Check the receiving status**	
	1 Fax	You can check whether your machine has received any faxes. If yes, you will hear one long beep. If no, you will hear three short beeps.
98	**Change the receive mode**	
	1 External TAD	If you hear one long beep, your change has been accepted.
	2 Fax/Tel	
	3 Fax Only	
90	**Exit**	Press **9**, **0** to exit remote retrieval. Wait for the long beep, then replace the handset.

10 Printing reports

Fax reports

Some fax reports (transmission verification and fax journal) can be printed automatically or manually.

Transmission verification report

You can use the transmission report as proof that you sent a fax. This report lists the time and date of transmission and whether the transmission was successful (shown as “OK”). If you select `On` or `On+Image`, the report will print for every fax you send.

If you send a lot of faxes to the same place, you may need more than the job numbers to know which faxes you must send again. Selecting `On+Image` or `Off+Image` will print a section of the fax’s first page on the report to help you remember.

When the verification report is turned `Off` or to `Off+Image`, the report will *only* print if there is a transmission error.

1. Press **Menu**, **2**, **4**, **1**.

```
24.Report Setting
  1.Transmission
▲    Off
▼    Off+Image
Select ▲▼ & OK
```

2. Press ▲ or ▼ to select `On`, `On+Image` `Off` or `Off+Image`. Press **OK**.

3. Press **Stop/Exit**.

Fax journal

You can set the machine to print a fax journal (activity report) at specific intervals (every 50 faxes, 6, 12 or 24 hours, 2 or 7 days). The default setting is `Every 50 Faxes`, this means that your machine will print the journal when the machine has stored 50 jobs.

If you set the interval to `Off`, you can still print the report by following the steps on the next page.

1. Press **Menu**, **2**, **4**, **2**.

```
24.Report Setting
  2.Journal Period
▲    Every 50 Faxes
▼    Every 6 Hours
Select ▲▼ & OK
```

2. Press ▲ or ▼ to choose an interval. Press **OK**. If you choose 7 days, you will be asked to choose a day when you want the 7 day countdown to begin.

3. Enter the time to begin printing, in 24 hour format.
Press **OK**.
For example: enter 19:45 for 7:45 PM.

4. Press **Stop/Exit**.

If you select 6, 12, 24 hours, 2 or 7 days, the machine will print the report at the selected time and then erase all jobs from its memory. If the machine’s memory becomes full with 200 jobs before the time you selected has passed, the machine will print the journal early and then erase all jobs from memory.

If you want an extra report before it is due to print, you can print it manually without erasing the jobs from memory.

Reports

The following reports are available:

1 Transmission

Displays the Transmission Verification Report for your last 200 faxes and prints the last report.

2 Help List

Prints a list of commonly used functions to help you program your machine.

3 Tel Index List

Prints a list of names and numbers stored in the One-Touch and Speed-Dial memory in numerical or alphabetical order.

4 Fax Journal

Prints a list of information about your last 200 incoming and outgoing faxes. (TX: transmit.) (RX: receive.)

5 User Settings

Print a list of your current settings.

6 Network Config

Lists your network settings.

How to print a report

1. Press **Menu**, **5**.



2. Choose one of the options below:
   - Press ▲ or ▼ to select the report you want. Press **OK**.
   - Enter the number of the report you want to print. For example, press **2** to print the help list.

3. Press **Start**.

11 Polling

Polling lets you set up your machine so other people can receive faxes from you, but they pay for the call. It also lets you call somebody else's fax machine and receive a fax from it, so you pay for the call. The polling feature needs to be set up on both machines for this to work. Not all fax machines support polling.

Polling receive

Polling receive lets you call another fax machine to receive a fax.

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **1**, **7**.



3. Enter the fax number you are polling.
   Press **Start**.
   The LCD shows `Dialing`.

Sequential polling

Sequential polling lets you request documents from several fax machines in one operation. Afterwards, a Sequential Polling Report will be printed.

1. Make sure you are in Fax mode  .
2. Press **Menu**, **2**, **1**, **7**.



3. Specify the fax machines you want to poll by using One-Touch, Speed-Dial, Search, a Group and or the dial pad. You must press **OK** between each location.
4. Press **Start**.
   The machine polls each number or Group number in turn for a document.

Press **Stop/Exit** while the machine is dialing to cancel the polling process.

To cancel all sequential polling receive jobs, press **Menu**, **2**, **6**.

Polled transmit

Polled transmit lets you set up your machine to wait with a document so another fax machine can call and retrieve it.

Setup for polled transmit

1. Make sure you are in Fax mode  .
2. Load your document.
3. Press **Menu**, **2**, **2**, **6**.

```
22.Setup Send
  6.Polled TX
▲    On
▼    Off
Select ▲▼ & OK
```

4. Press ▲ or ▼ to select `On` (or `Off`).
   Press **OK**.

Note

The document will be stored and can be retrieved by any other fax machine until you delete it from the memory. (See *Checking and canceling waiting jobs* on page 38.)

Section III



Copy

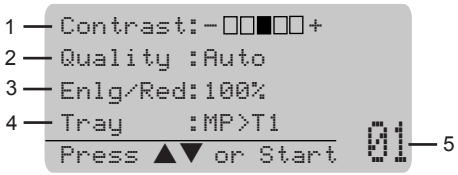
Making copies 74

12 Making copies

How to copy

Entering copy mode

Press (**Copy**) to enter Copy mode.



1 **Contrast**
2 **Quality**
3 **Copy Ratio**
4 **Tray Use**
5 **Number of Copies**

Making a single copy

1. Make sure you are in Copy mode .
2. Load your document.
3. Press **Start**.

Making multiple copies

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Start**.

Note

To sort your copies, press **Sort**. (See *Sorting copies using the ADF* on page 81.)

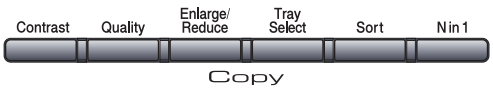
Stop copying

To stop copying, press **Stop/Exit**.

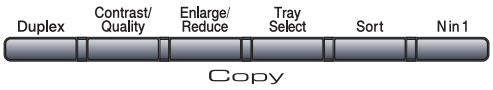
Copy options

When you want to quickly change the copy settings temporarily for the next copy, use the Copy keys. You can use different combinations.

(MFC-8460N)



(MFC-8860DN and MFC-8870DW only)



These settings are temporary. The machine returns to its default settings 60 seconds after copying, unless you have set the Mode Timer to 30 seconds or less. (See *Mode timer* on page 17.)

Changing copy quality

You can select from a range of quality settings. The default setting is Auto.

- Auto

  Auto is the recommended mode for ordinary printouts. Suitable for documents that contain both text and photographs.

- Text

  Suitable for documents containing only text.

- Photo

  Suitable for copying photographs.

To *temporarily* change the quality setting, follow the instruction below:

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. (MFC-8460N)
   Press **Quality**.
   (MFC-8860DN and MFC-8870DW only)
   Press **Contrast/Quality**.
   Press ▲ or ▼ to choose Quality.
   Press **OK**.
5. Press ◀ or ▶ to choose the copy quality.
6. Press **Start**.

To change the *default* setting, follow the instructions below:

1. Press **Menu**, **3**, **1**.

   ```
   31.Quality
   ▲    Auto
        Text
   ▼    Photo
   Select ▲▼ & OK
   ```

2. Press ▲ or ▼ to choose the copy quality. Press **OK**.
3. Press **Stop/Exit**.

Changing text copy resolution

You can change the text copy resolution to 1200x600dpi if you have selected Text from the **Quality** or **Contrast/Quality** options, and make a copy with 100% ratio using the scanner glass. To change the text copy resolution, follow the instructions below:

1. Make sure you are in Copy mode .
2. Put your document on the scanner glass.
3. Press **Menu**, **3**, **2**.

```
32.FB Txt Quality

▲    1200x600dpi
▼    600dpi
Select ▲▼ & OK
```

4. Press ▲ or ▼ to choose the text copy resolution. Press **OK**.
5. Press **Stop/Exit**.

Enlarging or reducing the image copied

You can select the following enlargement or reduction ratios:

Press **Enlarge/Reduce** 	**100%***
	104% EXE→LTR
	141% A5→A4
	200%
	Auto
	Custom(25-400%)
	50%
	70% A4→A5
	78% LGL→LTR
	83% LGL→A4
	85% LTR→EXE
	91% Full Page
	94% A4→LTR
	97% LTR→A4

Custom(25-400%) allows you to enter a ratio from 25% to 400%.

Auto sets the machine to calculate the reduction ratio that best fits the size of paper.

To enlarge or reduce the next copy follow the instructions below:

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Enlarge/Reduce**.
5. Press **Enlarge/Reduce** or ▶.

6 Choose one of the options below:
- Press ▲ or ▼ to select the enlargement or reduction ratio you want. Press **OK**.
- Press ▲ or ▼ to select `Custom(25-400%)`. Press **OK**. Use the dial pad to enter an enlargement or reduction ratio from `25%` to `400%`. (For example, press **5** **3** to enter `53%`.) Press **OK**.

7 Press **Start**.

Note

- The Auto setting is available only when loading from the ADF.
- Page Layout Options 2 in 1(P), 2 in 1(L), 4 in 1(P), 4 in 1(L) or Poster are *not* available with Enlarge/Reduce.

Making N in 1 copies or a poster

You can reduce the number of pages for copies by using the N in 1 copy feature. This allows you to copy two or four pages onto one page, which lets you save paper.

You can also make a poster. When you use the poster feature your machine divides your document into sections, then enlarges the sections so you can assemble them into a poster. If you want to print a poster, use the scanner glass.

Important

- Please make sure the paper size is set to `Letter`, `A4`, `Legal` or `Folio`.
- (`P`) means Portrait and (`L`) means Landscape.
- You can only use the N in 1 copy feature with 100% copy size.
- You can only make one poster copy at a time.

1 Make sure you are in Copy mode .

2 Load your document.

3 Use the dial pad to enter the number of copies (up to 99).

4 Press **N in 1**.

5 Press ▲ or ▼ to select `2 in 1 (P)`, `2 in 1 (L)`, `4 in 1 (P)`, `4 in 1 (L)`, `Poster` (3 x 3) or `Off` (1 x 1).
Press **OK**.

6 Press **Start** to scan the page.
If you are making a poster or placed the document in the ADF, the machine scans the pages and starts printing.

If you are using the scanner glass:

7 After the machine scans the page, press **1** to scan the next page.

```
Flatbed Copy:
 Next Page?
▲  1.Yes
▼  2.No
Select ▼▲ & OK
```

8 Place the next page on the scanner glass. Press **OK**.
Repeat 7 and 8 for each page of the layout.

9 After all the pages have been scanned, press **2** in 7 to finish.

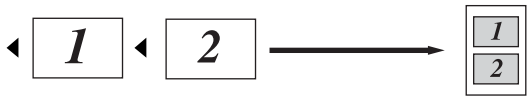
If you are copying from the ADF:

Insert your document face up in the direction shown below:

■ **2 in 1 (P)**



■ **2 in 1 (L)**



■ **4 in 1 (P)**



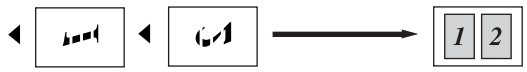
■ **4 in 1 (L)**



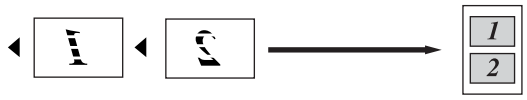
If you are copying from the scanner glass:

Insert your document face down in the direction shown below:

■ **2 in 1 (P)**



■ **2 in 1 (L)**



■ **4 in 1 (P)**

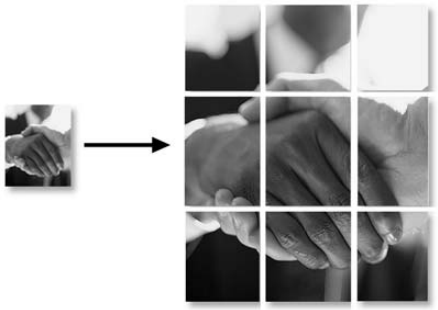


■ **4 in 1 (L)**



■ **Poster (3x3)**

You can make a poster size copy of a photograph.



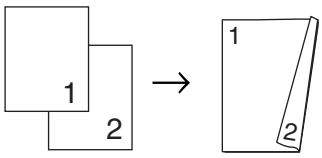
Duplex (2-sided) copying (MFC-8860DN and MFC-8870DW only)

If you want to use the duplex copy feature, load your document in the ADF.

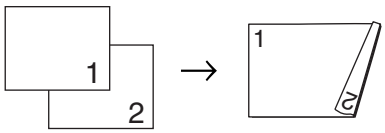
Duplex Copy

■ **1 sided → 2 sided**

Portrait

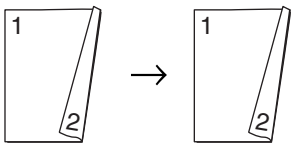


Landscape

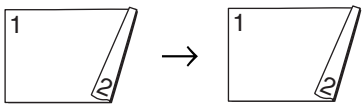


■ **2 sided → 2 sided**

Portrait

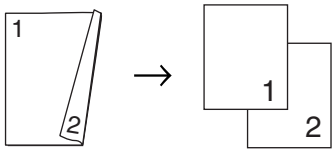


Landscape

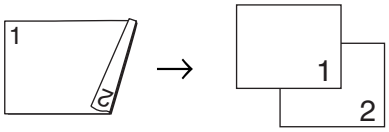


■ **2 sided → 1 sided**

Portrait



Landscape



1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Duplex** and ▲ or ▼ to select
   `1sided → 2sided`,
   `2sided → 2sided` or
   `2sided → 1sided`.

   ```
   Duplex
   ▲1sided → 2sided
     2sided → 2sided
   ▼2sided → 1sided
   Select ▼▲ & OK
   ```

   Press **OK**.
5. Press **Start** to scan the document.

Note

Duplex copy using a 2-sided legal size document is not available from the ADF.

If you are using the scanner glass:

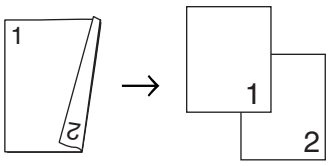
6. After the machine scans the page, press **1** to scan the next page.

   ```
   Flatbed Copy:
    Next Page?
   ▲  1.Yes
   ▼  2.No
   Select ▼▲ & OK
   ```
7. Place the next page on the scanner glass. Press **OK**.
   Repeat ❻ and ❼ for each page of the layout.
8. After all the pages have been scanned, press **2** in ❻ to finish.

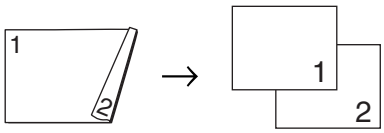
Advanced Duplex Copy

■ Advanced 2 sided → 1 sided

Portrait

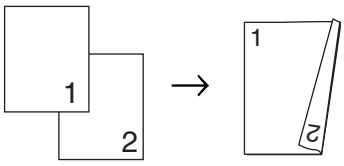


Landscape

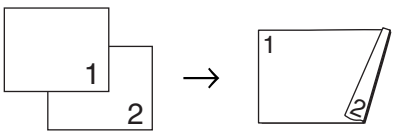


■ Advanced 1 sided → 2 sided

Portrait



Landscape



1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Duplex** and ▲ or ▼ to select `Advanced`.

```
Duplex
▲1sided → 2sided
  2sided → 2sided
▼2sided → 1sided
Select ▼▲ & OK
```

Press **OK**.

5. Press ▲ or ▼ to select `2sided → 1sided` or `1sided → 2sided`. Press **OK**.

```
Duplex Advanced
▲2sided → 1sided
▼1sided → 2sided

Select ▼▲ & OK
```

6. Press **Start** to scan the document.

Note

Duplex copy using a 2-sided legal size document is not available from the ADF.

If you are using the scanner glass:

7. After the machine scans the page, press **1** to scan the next page.

```
Flatbed Copy:
 Next Page?
▲  1.Yes
▼  2.No
Select ▼▲ & OK
```

8. Place the next page on the scanner glass. Press **OK**.
   Repeat ❼ and ❽ for each page of the layout.
9. After all the pages have been scanned, press **2** in ❼ to finish.

Sorting copies using the ADF

You can sort multiple copies. Pages will be stacked in the order 1 2 3, 1 2 3, 1 2 3, and so on.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Sort**.
5. Press **Start**.

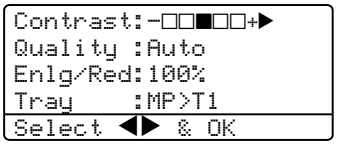
Adjusting contrast

Contrast

Adjust the contrast to help an image look sharper and more vivid.

To *temporarily* change the contrast setting, follow the instruction below:

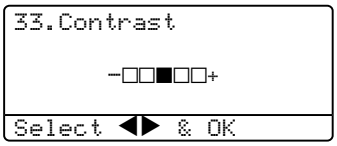
1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. (MFC-8460N)
   Press **Contrast**.
   (MFC-8860DN and MFC-8870DW only)
   Press **Contrast/Quality**.
   Press ▲ or ▼ to choose `Contrast`.
   Press **OK**.



5. Press ◀ or ▶ to increase/decrease the contrast.
6. Press **Start**.

To change the *default* setting follow the instructions below:

1. Press **Menu**, **3**, **3**.

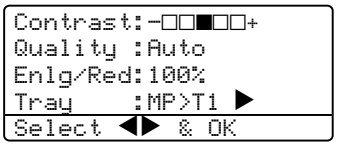


2. Press ◀ or ▶ to change the contrast.
   Press **OK**.
3. Press **Stop/Exit**.

Tray Select

You can change the tray use only for the next copy.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Tray Select**.



5. Press ◀ or ▶ to select the tray usage. Press **OK**.
6. Press **Start**.

Press **Tray Select**	MP>T1 or M>T1>T2
	T1>MP or T1>T2>M
	#1(XXX)*
	#2(XXX)*
	MP(XXX)*

* XXX is the paper size you set in **Menu**, **1**, **3**.

Note

T2 and Tray #2 appear only if the optional paper tray is installed.

Out of Memory message

If the memory becomes full while you are making copies, the LCD message will guide you through the next step.

If you get an `Out of Memory` message while scanning a subsequent page, you will have the option to press **Start** to copy the pages scanned so far, or to press **Stop/Exit** to cancel the operation.

To gain extra memory, choose one of the solutions below:

- Print the faxes that are in the memory. (See *Printing a fax from the memory* on page 45.)
- You can turn off Fax Storage. (See *Turning off Remote Fax Options* on page 65.)
- Add an optional memory (See *Memory Board* on page 98.)

Note

When you get an `Out of Memory` message, you may be able to make copies if you first print incoming faxes in the memory to restore the memory to 100%.

Section IV



Software

Software and Network features 84

13 Software and Network features

The User's Guide on the CD-ROM includes the Software User's Guide and Network User's Guide for features available when connected to a computer (for example, Printing and Scanning).

- Printing

  (For Windows®, see *Chapter 1 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 7 in the Software User's Guide on the CD-ROM*.)

- Scanning

  (For Windows®, see *Chapter 2 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 8 in the Software User's Guide on the CD-ROM*.)

- ControlCenter2

  (For Windows®, see *Chapter 3 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 9 in the Software User's Guide on the CD-ROM*.)

- Remote Setup

  (For Windows®, see *Chapter 5 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 11 in the Software User's Guide on the CD-ROM*.)

- Brother PC-FAX

  (For Windows®, see *Chapter 6 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 7 in the Software User's Guide on the CD-ROM*.)

- LDAP

  (See the *Network User's Guide on the CD-ROM*.)

- Network Faxing

  (See the *Chapter 6 in the Software User's Guide on the CD-ROM*.)

- Network Printing

  (See the *Network User's Guide on the CD-ROM*.)

- Network Scanning

  (For Windows®, see *Chapter 4 in the Software User's Guide on the CD-ROM*.)

  (For Macintosh®, see *Chapter 10 in the Software User's Guide on the CD-ROM*.)

- Wireless Network Users (MFC-8870DW only)

  (For details on connecting your machine to a wireless Network, see *the Quick Setup Guide* and *Network User's Guide on the CD-ROM*.)

Note

See *Accessing the complete User's Guide* on page 2.

Section V

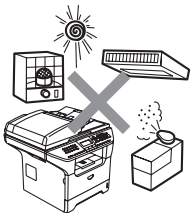
Appendixes

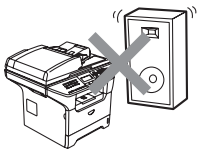
Safety and Legal	86
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A Safety and Legal

Choosing a location

Place your machine on a flat, stable surface that is free of vibration and shocks. Put the machine near a telephone wall jack and a standard, grounded AC power outlet. Choose a location where the temperature remains between 50° F and 90.5° F (10° C and 32.5° C) and the humidity is between 20% to 80% (without condensation).





CAUTION

Avoid placing your machine in a high-traffic area.

Do not place the machine near heaters, air conditioners, refrigerators, water, chemicals or devices that contain magnets or generate magnetic fields.

Do not expose the machine to direct sunlight, excessive heat, open flames, salty or corrosive gasses, moisture, or dust.

Do not connect your machine to an AC power outlet controlled by wall switches or automatic timers.

Disruption of power can wipe out information in the machine's memory.

Do not connect your machine to an AC power outlet on the same circuit as large appliances or other equipment that might disrupt the power supply.

Avoid interference sources, such as speakers or the base units of cordless phones.

Do not put objects on top of the machine.

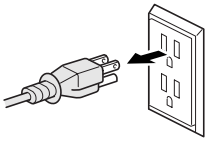
DO NOT use flammable substances near the machine.
Doing this might cause a fire or electrical shock.

To use the machine safely

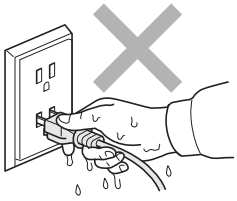
Please keep these instructions for later reference and read them before attempting any maintenance.

WARNING

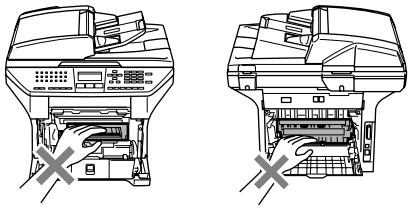
There are high voltage electrodes inside the machine. Before you clean the inside of the machine, make sure you have unplugged the telephone line cord first and then the power cord from the AC power outlet.



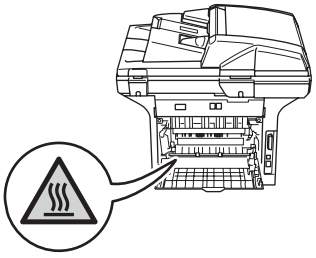
Do not handle the plug with wet hands. Doing this might cause an electrical shock.



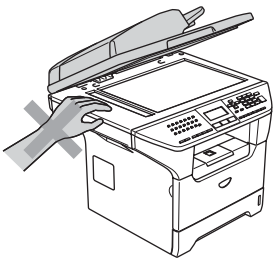
After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover of the machine, DO NOT touch the shaded parts shown in the illustration.



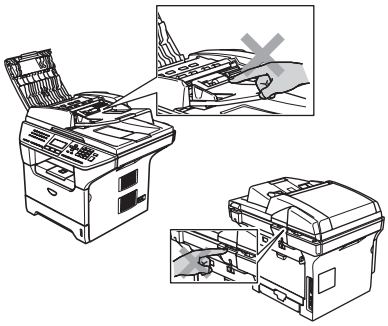
The fuser unit is marked with a caution label. Please do not remove or damage the label.



To prevent injuries, be careful not to put your hands on the edge of the machine under the document cover.

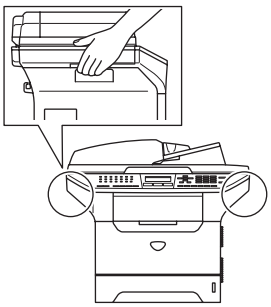


To prevent injuries, be careful not to put your fingers in the area shown in the illustrations.



DO NOT use a vacuum cleaner to clean up scattered toner. Doing this might cause the toner dust to ignite inside the vacuum cleaner, potentially starting a fire. Please carefully clean the toner dust with a dry, lint-free cloth and dispose of it according to local regulations.

When you move the machine, grasp the side hand holds that are under the scanner. DO NOT carry the machine by holding it at the bottom.



Use caution when installing or modifying telephone lines. Never touch telephone wires or terminals that are not insulated unless the telephone line has been unplugged at the wall jack. Never install telephone wiring during a lightning storm. Never install a telephone wall jack in a wet location.

This product must be installed near an AC power outlet that is easily accessible. In case of an emergency, you must disconnect the power cord from the AC power outlet to shut off the power completely

To reduce the risk of shock or fire, use only a No. 26 AWG or larger telecommunication line cord.

CAUTION

Lightning and power surges can damage this product! We recommend that you use a quality surge protection device on the AC power line and on the telephone line, or unplug the cords during a lightning storm.

WARNING

IMPORTANT SAFETY INSTRUCTIONS

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to people, including the following:

1 Do not use this product near water, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool.

2 Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.

3 Do not use this product to report a gas leak in the vicinity of the leak.

4 Use only the power cord provided with the machine.

5 Do not dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instructions.

SAVE THESE INSTRUCTIONS

Important Information

Standard telephone and FCC Notices

These notices are in effect on models sold and used in the United States only.

This equipment is hearing-aid compatible.

When programming emergency numbers or making test calls to emergency numbers:

- Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
- Perform these activities in the off-peak hours, such as early morning or late evening.

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the backside of this equipment is a label that contains, among other information, a product identifier in the format US: AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

You may safely connect this equipment to the telephone line by means of a standard modular jack, USOC RJ11C.

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for details.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX.The digits represented by ## are the REN without a decimal point (e.g., 06 is a REN of 0.6). For earlier products, the REN is separately shown on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, please contact Brother Customer Service. (See *Brother numbers* on page i.) If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, call your telephone company or a qualified installer.

If you are not able to solve a problem with your machine, call Brother Customer Service. (See *Brother numbers* on page i.)

WARNING

For protection against the risk of electrical shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service lines provided by the telephone company or connected to party lines.

Brother cannot accept any financial or other responsibilities that may be the result of your use of this information, including direct, special or consequential damages. There are no warranties extended or granted by this document.

This machine has been certified to comply with FCC standards, which are applied to the USA only. A grounded plug should be plugged into a grounded AC power outlet after checking the rating of the local power supply for the machine to operate properly and safely.

Federal Communications Commission (FCC)
Declaration of Conformity (USA only)

Responsible Party:	Brother International Corporation
	100 Somerset Corporate Boulevard
	Bridgewater, NJ 08807-0911 USA
	TEL: (908) 704-1700

declares, that the products

Product Name: MFC-8460N, MFC-8860DN, MFC-8870DW

comply with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Call the dealer or an experienced radio/TV technician for help.

Important

Changes or modifications not expressly approved by Brother Industries, Ltd. could void the user's authority to operate the equipment.

Important - about the interface cable

A shielded interface cable should be used to ensure compliance with the limits for a Class B digital device.

Industry Canada Compliance Statement (Canada only)

This Class B digital apparatus complies with Canadian ICES–003.

Cet appareil numérique de la classe B est conforme à la norme NMB–003 du Canada.

Disconnect device

This product must be installed near an electrical jack that is easily accessible. In case of emergencies, you must disconnect the power cord from the electrical jack to shut off power completely.

LAN connection

CAUTION

Do not connect this product to a LAN connection that is subject to over-voltages.

International ENERGY STAR® Compliance Statement

The purpose of the International ENERGY STAR® Program is to promote the development and popularization of energy-efficient office equipment.

As an ENERGY STAR® Partner, Brother Industries, Ltd. has determined that this product meets the ENERGY STAR® guidelines for energy efficiency.

Laser safety

This equipment is certified as a Class 1 laser product under the U.S. Department of Health and Human Services (DHHS) Radiation Performance Standard according to the Radiation Control for Health and Safety Act of 1968. This means that the equipment does not produce hazardous laser radiation.

Since radiation emitted inside the equipment is completely confined within protective housings and external covers, the laser beam cannot escape from the machine during any phase of user operation.

FDA regulations

U.S. Food and Drug Administration (FDA) has implemented regulations for laser products manufactured on and after August 2, 1976. Compliance is mandatory for products marketed in the United States. The following label on the back of the machine indicates compliance with the FDA regulations and must be attached to laser products marketed in the United States.

Manufactured:

BROTHER CORP. (ASIA) LTD.

BROTHER BUJI NAN LING FACTORY

Gold Garden Industry, Nan Ling Village, Buji, Rong Gang, Shenzhen, China.

This product complies with FDA performance standards for laser products except for deviations pursuant to Laser Notice No. 50, dated July 26, 2001.

WARNING

Use of controls, adjustments or performance of procedures other than those specified in this manual may result in hazardous invisible radiation exposure.

Internal laser radiation

Max. Radiation Power	5 mW
Wave Length	770 – 810 nm
Laser Class	Class 3B

Important safety instructions

1 Read all of these instructions.

2 Save them for later reference.

3 Follow all warnings and instructions marked on the product.

4 Unplug this product from the wall outlet before cleaning inside of the machine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.

5 Do not place this product on an unstable cart, stand, or table. The product may fall, causing serious damage to the product.

6 Slots and openings in the cabinet and the back or bottom are provided for ventilation. To ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or over a radiator or heater. This product should never be placed in a built-in installation unless proper ventilation is provided.

7 This product should be connected to an AC power source within the range indicated on the rating label. Do NOT connect it to a DC power source. If you are not sure, contact a qualified electrician.

8 This product is equipped with a 3-wire grounded plug. This plug will only fit into a grounded power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, call your electrician to replace your obsolete outlet. Do not defeat the purpose of the grounded plug.

9 Use only the power cord supplied with this machine.

10 Do not allow anything to rest on the power cord. Do not place this product where people can walk on the cord.

11 If an extension cord is used with this product, make sure that the total ampere ratings on the products plugged into the extension cord do not exceed the extension cord ampere rating. Also, make sure that the total of all products plugged into the AC power outlet does not exceed 15 amperes (US only).

12 Do not place anything in front of the machine that will block received faxes. Do not place anything in the path of received faxes.

13 Wait until pages have exited the machine before picking them up.

14 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. Never spill liquid of any kind on the product. Do not attempt to service this product yourself because opening or removing covers may expose you to dangerous voltage points and other risks and may void your warranty. Refer all servicing to a Brother Authorized Service Center. For the location of your nearest Brother Authorized Service Center, please call
In USA: 1-800-284-4357
In Canada: 1-877-BROTHER.
(See *Brother numbers* on page i.)

15 Unplug this product from the AC power outlet and refer all servicing to Brother Authorized Service Personnel under the following conditions:

- When the power cord is damaged or frayed.
- If liquid has been spilled into the product.
- If the product has been exposed to rain or water.
- If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
- If the product has been dropped or the cabinet has been damaged.
- If the product exhibits a distinct change in performance, indicating a need for service.

16 To protect your product against power surges, we recommend the use of a power protection device (Surge Protector).

17 To reduce the risk of fire, electric shock and injury to people, note the following:

- Do not use this product near appliances that use water, a swimming pool or in a wet basement.
- Do not use the machine during an electrical storm (there is the remote possibility of an electrical shock). If you have connected a phone do not use it to report a gas leak in the vicinity of the leak.

Trademarks

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Macintosh and TrueType are registered trademarks of Apple Computer, Inc.

PaperPort and OmniPage are registered trademarks of ScanSoft, Inc.

Presto! PageManager is a registered trademark of NewSoft Technology Corporation.

BROADCOM, SecureEasySetup and the SecureEasySetup logo are trademarks or registered trademarks of Broadcom Corporation in the United States and/or other countries.

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Each company whose software title is mentioned in this manual has a Software License Agreement specific to its proprietary programs.

All other brand and product names mentioned in this User's Guide, the Software User's Guide, and the Network User's Guide are registered trademarks of their respective companies.

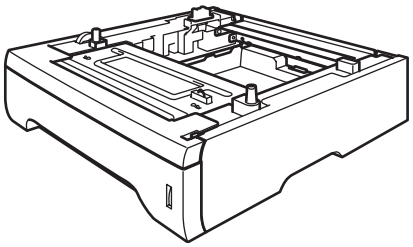
B Options

Options

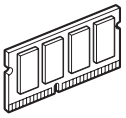
This machine has the following optional accessories. You can increase the capabilities of the machine with these items.

Lower tray unit

LT-5300



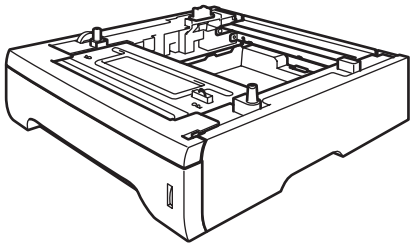
DIMM memory



Optional Paper Tray (LT-5300)

An optional lower tray can be installed, and it can hold up to 250 sheets of 20 lb (80 g/m^2) paper.

When an optional tray is installed, the machine can hold up to 550 sheets of plain paper.



For setup, see the User's Guide that we have supplied with the lower tray unit.

Memory Board

This machine has 32 MB of standard memory and one slot for optional memory expansion. You can expand the memory up to 544 MB by installing dual in-line memory modules (DIMMs). When you add the optional memory, it increases the performance for both copier and printer operations.

DIMM types

You can install the following DIMM:

- 128 MB Buffalo Technology VN133-D128 / VN133-X128
- 256 MB Buffalo Technology VN133-D256
- 512 MB Buffalo Technology VN133-D512
- 64 MB TechWorks 12165-0004
- 128 MB TechWorks 12462-0001
- 256 MB TechWorks 12485-0001
- 512 MB TechWorks 12475-0001

Note

- For more information, visit the Buffalo Technology site at http://www.buffalotech.com.
- For more information, visit the Techworks web site at http://www.techworks.com.

In general, the DIMM must have the following specifications:

Type: 144 pin and 64 bit output

CAS latency: 2

Clock frequency: 100 MHz or more

Capacity: 64, 128, 256 or 512 MB

Height: 1.25 in. (31.75 mm)

Dram Type: SDRAM 2 Bank

SDRAM can be used.

Note

- There might be some DIMMs that will not work with the machine.
- For more information, call Brother Customer Service.

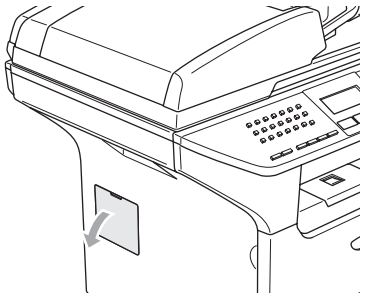
Installing extra memory

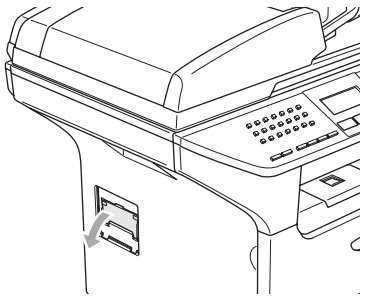
1. Turn off the machine's power switch. Unplug the telephone line cord.
2. Disconnect the interface cable from the machine, and then unplug the power cord from the AC power outet.

Note

Be sure to turn off the machine power switch before you install or remove the DIMM.

3. Remove the DIMM cover and interface access cover.



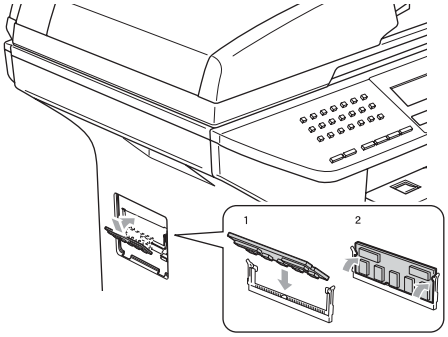


4. Unpack the DIMM and hold it by its edges.

CAUTION

To prevent damage to the machine from static electricity, DO NOT touch the memory chips or the board surface.

5. Hold the DIMM by the edges and align the notches in the DIMM with the protrusions in the slot.
Insert the DIMM diagonally (1), then tilt it toward the interface board until it clicks into place (2).



6. Put the interface access cover and the DIMM cover back on.
7. Plug the machine's power cord back into the AC power outlet first, and then connect the interface cable.
8. Plug in the telephone line cord.
Turn on the machine's power switch.

C Troubleshooting and routine maintenance

Troubleshooting

IMPORTANT

For technical help, you must call the country where you bought the machine. Calls must be made ***from within*** that country.

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers latest FAQs and troubleshooting tips. Visit us at http://solutions.brother.com.

If you are having difficulty with your machine

If you think there is a problem with the way your faxes look, make a copy first. If the copy looks good, the problem is probably not your machine. Check the chart below and follow the troubleshooting tips.

The Brother Solutions Center offers the latest FAQs and troubleshooting tips.

Visit us at http://solutions.brother.com.

Printing or Receiving Faxes

Difficulties	Suggestions
■ Condensed print ■ Horizontal streaks ■ Top and bottom sentences are cut off ■ Missing lines	Usually this is caused by a poor telephone connection. If your copy looks good, you probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.
Poor printing quality	See *Improving the print quality* on page 105.
Vertical black lines when receiving	Your machine's primary corona wire for printing may be dirty. Clean your primary corona wire. (See *Cleaning the corona wire* on page 124.)
	The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.
	If the problem continues, call Brother Customer Service at 1-800-284-4329 (**in USA**) or 1-877-BROTHER (**in Canada**).
Received faxes appear as split or blank pages.	If the received faxes are divided and printed on two pages or if you get an extra blank page, your paper size setting may not be correct for the paper you are using. (See *Paper Size* on page 18.)
	Turn on auto reduction. (See *Printing a reduced incoming fax* on page 44.)

Phone Line or Connections

Difficulties	Suggestions
Dialing does not work.	Check for a dial tone.
	Change `Tone/Pulse` setting. (See *Tone or Pulse (For Canada only)* on page 61.)
	Check all line cord connections.
	Check that the machine is plugged in and switched on.
	Send a manual fax by pressing **Hook** or by lifting the handset of the external phone and dialing the number. Wait to hear fax receiving tones before pressing **Start**.
The machine does not answer when called.	Make sure the machine is in the correct receiving mode for your setup. (See *Receiving a fax* on page 40.) Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check the telephone line cord connection. If there is no ringing when you call your machine, ask your telephone company to check the line.

Sending Faxes

Difficulties	Suggestions
Poor sending quality.	Try changing your resolution to `Fine` or `S.Fine`. Make a copy to check your machine's scanner operation. If the copy quality is not good, clean the scanner. (See *Cleaning the scanner glass* on page 122.)
Transmission Verification Report says 'RESULT:NG'.	There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and get 'RESULT:NG' on the Transmission Verification Report, your machine may be out of memory. To free up extra memory, you can turn off fax storage (see *Turning off Remote Fax Options* on page 65), print fax messages in memory (see *Printing a fax from the memory* on page 45) or cancel a delayed fax or polling job (see *Checking and canceling waiting jobs* on page 38). If the problem continues, ask the telephone company to check your phone line.
	If you often get transmission errors due to possible interference on the phone line, try changing the Compatibility setting to `Basic`. (See *Phone line interference* on page 109.)
Vertical black lines when sending.	If the copy you made shows the same problem, clean the scanner. (See *Cleaning the scanner glass* on page 122.)

Handling Incoming Calls

Difficulties	Suggestions
The machine 'Hears' a voice as a CNG Tone.	If Easy Receive is set to on, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax receiving tones. Deactivate the machine by pressing **Stop/Exit**. Try avoiding this problem by turning Easy Receive to off. (See *Easy Receive* on page 43.)
Sending a Fax Call to the machine.	If you answered on an external or extension phone, press your Fax Receive Code [default setting is (✳ 51)]. When your machine answers, hang up.

Handling Incoming Calls (Continued)

Difficulties	Suggestions
Custom features on a single line.	If you have Call Waiting, Call Waiting/Caller ID, RingMaster, Voice Mail, an answering machine, an alarm system or other custom feature on a single phone line with your machine, it may create a problem sending or receiving faxes. **For Example:** Your Brother machine handles the Caller ID subscriber services. However, if you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate line with no custom features is recommended.

Menu Access

Difficulties	Suggestions
The machine beeps when you try to access the Setup Receive and Setup Send menus.	If the **Fax** key is not illuminated, press it to turn on Fax mode. The Setup Receive setting (**Menu**, **2**, **1**) and Setup Send setting (**Menu**, **2**, **2**) are available only when the machine is in Fax mode.

Copy Quality Difficulties

Difficulties	Suggestions
Vertical streaks appear in copies.	Either the scanner or the primary corona wire for printing is dirty. Clean them both. (See *Cleaning the scanner glass* on page 122 and *Cleaning the corona wire* on page 124.)

Printing Difficulties

Difficulties	Suggestions
No print out.	■ Check that the machine is plugged in and the power switch is turned on. ■ Check that the toner cartridge and drum unit are installed properly. (See *Replacing the drum unit (DR-520)* on page 129.) ■ Check the interface cable connection on both the machine and your computer. (See *the Quick Setup Guide*.) ■ Check that the correct printer driver has been installed and chosen. ■ Check to see if the LCD is showing an error message. (See *Error messages* on page 110.) ■ The machine is online. On your PC, click **Start** and then **Printers and Faxes**. Right-click 'Brother MFC-XXXX (where XXXX is your model name)'. Make sure that 'Use Printer Offline' is unchecked.
The machine prints unexpectedly or it prints garbage.	■ Turn off the machine's power switch and then turn it on again. If the error message continues leave the machine for several minutes and then try it again. (The machine can be turned off for up to 4 days without losing faxes stored in the memory.) ■ Check the settings in your application to make sure it is set up to work with your machine. ■ If you are using the parallel port connection, check that the port is BRMFC and not LPT1.

Printing Difficulties (Continued)

Difficulties	Suggestions
The machine prints first couple of pages correctly, then some pages have text missing.	Check the settings in your application to make sure that it is set up to work with your machine. Your computer is not recognizing the machine's input buffer full signal. Make sure that you connect the interface cable correctly. (See *the Quick Setup Guide*.)
The machine cannot print full pages of a document. `Out of Memory` message appears.	■ Reduce the printing resolution. (See *Advanced tab in the Software User's Guide on the CD-ROM*.) ■ Reduce the complexity of your document and try again. Reduce the graphic quality or the number of font sizes within your application. ■ Add more memory. See *Installing extra memory* on page 99.
The headers or footers appear when the document displays on the screen but they do not show up when it is printed.	There is an unprintable area on the top and bottom of the page. Adjust the top and bottom margins in your document to allow for this.
The machine does not print on both sides of the paper even though the printer driver setting is Duplex.	Check the paper size setting in the printer driver. You need to select A4, Letter, Legal or Folio.

Scanning Difficulties

Difficulties	Suggestions
TWAIN errors appear while scanning.	Make sure that the Brother TWAIN driver is chosen as the primary source. In PaperPort®, click **File**, **Scan** and choose the **Brother TWAIN driver**.

Software Difficulties

Difficulties	Suggestions
Cannot install software or print.	Run the **Repair MFL-Pro Suite** program on the CD-ROM. This program will repair and reinstall the software.
Cannot perform '2 in 1' or '4 in 1' printing.	Check that the paper size setting in the application and in the printer driver are the same.
The machine does not print from Adobe Illustrator	Try to reduce the print resolution. (See *Advanced tab in the Software User's Guide on the CD-ROM*.)
When using ATM fonts, some characters are missing or some characters are printed in their place.	If you are using Windows® 98/98SE/Me, click **Start**, and then **Printer Settings**. Right-click **Brother** MFC-XXXX (where XXXX is your model name) and click **Properties**. Click **Spool Setting** on the **Details** tab. Choose **RAW** from **Spool Data Format**.
'Unable to write to LPT1', 'LPT1 already in use' or 'MFC is Busy' error message appears.	Make sure that the machine is on (plugged into the AC power outlet and the power switch turned on) and that it is connected directly to the computer using the IEEE-1284 bi-directional parallel cable. The cable must not go through another peripheral device (such as a Zip Drive, External CD-ROM Drive, or Switch box).
	Make sure that the LCD does not show an error message.
	Make sure no other device drivers, which also communicate through the parallel port, are running automatically when you turn on the computer (such as, drivers for Zip Drives, External CD-ROM Drive, etc.) Suggested areas to check: (Load=, Run=command lines in the win.ini file or the Setup Group)
	Check with your computer manufacturer to confirm that the computer's parallel port settings in the BIOS are set to support a bi-directional machine; i.e. (Parallel Port Mode – ECP)

Paper Handling Difficulties

Difficulties	Suggestions
The machine does not load paper. The LCD shows `No Paper` or a Paper Jam message.	If there is no paper, load a new stack of paper into the paper tray. If there is paper in the paper tray, make sure it is straight. If the paper is curled, you should straighten it. Sometimes it is helpful to remove the paper, turn the stack over and put it back into the paper tray. Reduce the amount of paper in the paper tray, and then try again. Check that the MP tray mode is not chosen in the printer driver. If the LCD shows Paper Jam message and you still have a problem, see *Paper jams* on page 116.
The machine does not feed paper from the MP tray.	Fan the paper well and put it back firmly. Make sure that MP tray mode is chosen in the printer driver.
Need to know how to load envelopes.	You can load envelopes from the MP tray. Your application must be set up to print the envelope size you are using. This is usually done in the Page Setup or Document Setup menu of your application. See your application's manual for more information.
Need to know which paper is good to use.	You can use plain paper, recycled paper, envelopes, transparencies and labels that are made for laser machines. (For details, see *Acceptable paper and other media* on page 11.)
There is a paper jam.	See *Paper jams* on page 116.

Print Quality Difficulties

Difficulties	Suggestions
Printed pages are curled.	Low quality thin or thick paper can cause this problem. Make sure that you choose the Paper Type that suits the media type you use. (See *Acceptable paper and other media* on page 11.)
Printed pages are smeared.	The Paper Type setting may be incorrect for the type of print media you are using, or the print media may be too thick or have a rough surface. (See *Acceptable paper and other media* on page 11 and *Basic tab in the Software User's Guide on the CD-ROM*.)
Printouts are too light.	If this problem occurs when making copies or printing received faxes, turn Toner Save mode to off in the machine menu settings. (See *Toner save* on page 21.) Set Toner Save mode to off in the Advanced tab in the printer driver. (See *Advanced tab in the Software User's Guide on the CD-ROM*.)

Network Difficulties

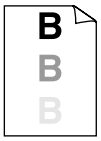
Difficulties	Suggestions
Cannot print over a wired Network.	Make sure your machine is powered on and is on-line and in Ready mode. Print the Network Configuration list to see your current Network settings. (See *How to print a report* on page 70.) Reconnect the LAN cable to the hub to verify that the cabling and network connections are good. If possible, try connecting the machine to a different port on your hub using a different cable. If the connections are good, the upper LED of the back panel of the machine will be green. If you are using a wireless connection or are having Network problems see *the Network User's Guide on the CD-ROM* for more information.

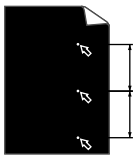
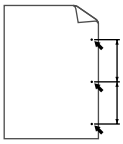
Network Difficulties (Continued)

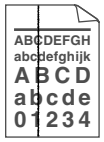
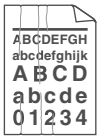
Difficulties	Suggestions
The network scanning feature does not work. The network PC-Fax Receive feature does not work.	(For Windows® only) Firewall setting on your PC may be rejecting the necessary network connection. Follow the instructions below to configure the firewall. If you are using any other than the firewalls mentioned below, see the instructions for that software or contact the software manufacturer. <Windows® XP SP2> 1. Click the Start button, 'Settings', 'Control Panel' and then 'Windows Firewall'. Make sure that Windows Firewall on the 'Basic' tab is set to on. 2. Click the 'Exceptions' tab and 'Add port' button. 3. Enter any name, port number (54295 for network scanning and 54926 for network PC-Fax receiving), select 'UPD' and click 'OK'. 4. Make sure if the new setting is added and is checked, and then click 'OK'. For Windows® XP SP1, please visit the Brother Solutions Center.
Your computer cannot find your machine.	<For Windows® users> Firewall setting on your PC may be rejecting the necessary network connection. For detail, see the instruction above. <For Macintosh® users> Re-select your machine in the DeviceSelector application located in Macintosh HD/Library/Printers/Brother/Utilities or from the model of ControlCenter2.

Improving the print quality

Examples of poor print quality	Recommendation
 **Faint**	■ Check the machine's environment. Conditions such as humidity, high temperatures, and so on, may cause this print fault. (See *Choosing a location* on page 86.) ■ If the whole page is too light, Toner Save mode may be on. Turn off Toner Save mode in the machine's menu settings or in the printer Properties of the driver. (See *Toner save* on page 21 or *Advanced tab in the Software User's Guide on the CD-ROM*.) If this problem occurs when making copies or printing received faxes, turn off Toner Save mode in the machine's menu setting. (See *Toner save* on page 21.) ■ Clean the scanner window and the primary corona wire on the drum unit. (See *Cleaning the laser scanner window* on page 122 and *Cleaning the corona wire* on page 124.) If the print quality has not improved, put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.) ■ Put in a new toner cartridge. (See *Replacing the toner cartridge (TN-550/TN-580)* on page 126.)

Examples of poor print quality	Recommendation
 **Gray background**	■ Make sure that you use paper that meets our specifications. (See *Acceptable paper and other media* on page 11.) ■ Check the machine's environment. Conditions such as high temperatures and high humidity can increase the amount of background shading. (See *Choosing a location* on page 86.) Install a new toner cartridge. (See *Replacing the toner cartridge (TN-550/TN-580)* on page 126.) ■ Clean the primary corona wire and the drum unit. (See *Cleaning the corona wire* on page 124 and *Cleaning the drum unit* on page 125.) If the print quality has not improved, put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **Ghost**	■ Make sure that you use paper that meets our specifications. Rough-surfaced paper or thick paper may cause this problem. ■ Make sure that you choose the proper media type in the printer driver or in the machine's Paper Type menu setting. (See *Acceptable paper and other media* on page 11 and *Basic tab in the Software User's Guide on the CD-ROM*.) ■ Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **Toner specks**	■ Make sure that you use paper that meets our specifications. Rough-surfaced paper may cause the problem. (See *Acceptable paper and other media* on page 11.) ■ Clean the primary corona wire and the drum unit. (See *Cleaning the corona wire* on page 124 and *Cleaning the drum unit* on page 125.) If the print quality has not improved, put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **Hollow print**	■ Make sure that you use paper that meets our specifications. (See *Acceptable paper and other media* on page 11.) ■ Choose **Thick paper** mode in the printer driver or in the machine's Paper Type menu setting, or use thinner paper than you are currently using. (See *Paper Type* on page 17 and *Basic tab in the Software User's Guide on the CD-ROM*.) ■ Check the machine's environment. Conditions such as high humidity can cause hollow print. (See *Choosing a location* on page 86.) ■ Clean the primary corona wire on the drum unit. (See *Cleaning the corona wire* on page 124.) If the print quality has not improved, put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **All black**	■ Clean the primary corona wire on the drum unit. (See *Cleaning the corona wire* on page 124.) If the print quality has not improved, put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.) ■ The drum unit may be damaged. Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)

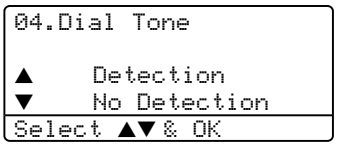
Examples of poor print quality	Recommendation
 **White Spots on black text and graphics at 3.7 in. (94 mm) intervals**  **Black Spots at 3.7 in. (94 mm) intervals**	Dust, paper powder, glue, and so on may stick to the surface of the photosensitive drum (OPC) and cause black or white spots to appear on printed documents. Make a few copies of a blank, white sheet of paper. (See *Making multiple copies* on page 74.) If you still see the spots on printed documents after making multiple copies, clean the drum unit (see *Cleaning the drum unit* on page 125). If the print quality still has not improved you need to install a new drum. (See *Replacing the drum unit (DR-520)* on page 129.)
 **Black toner marks across the page**	■ Make sure that you use paper that meets our specifications. (See *Acceptable paper and other media* on page 11.) ■ If you use label sheets for laser printers, the glue from the sheets may sometimes stick to the OPC drum surface. Clean the drum unit. (See *Cleaning the drum unit* on page 125.) ■ Do not use paper that has clips or staples because they will scratch the surface of the drum. ■ If the unpacked drum unit is in direct sunlight or room light, the unit may be damaged. ■ The drum unit may be damaged. Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **White lines across the page**	■ Make sure that you use paper that meets our specifications. A rough surfaced paper or thick print media can cause the problem. (See *Acceptable paper and other media* on page 11.) ■ Make sure that you choose the proper media type in the printer driver or in the machine's Paper Type menu setting. (See *Acceptable paper and other media* on page 11 and *Basic tab in the Software User's Guide on the CD-ROM*.) ■ The problem may disappear by itself. Print multiple pages to clear this problem, especially if the machine has not been used for a long time. ■ Clean the scanner window with a soft cloth. (See *Cleaning the laser scanner window* on page 122.) ■ The drum unit may be damaged. Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)

Examples of poor print quality	Recommendation
 **Lines across the page**	■ Clean the inside of the machine and the primary corona wire in the drum unit. (See *Cleaning the corona wire* on page 124.) ■ Clean the scanner window with a soft cloth. (See *Cleaning the laser scanner window* on page 122.) ■ The drum unit may be damaged. Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.)
 **Black lines down the page** Printed pages have toner stains stripes down the page.	■ Clean the primary corona wire of the drum unit. (See *Cleaning the corona wire* on page 124.) ■ Make sure the primary corona wire's blue tab is at the home position (▲). ■ The drum unit may be damaged. Put in a new drum unit. (See *Replacing the drum unit (DR-520)* on page 129.) ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See *Replacing the toner cartridge (TN-550/TN-580)* on page 126.) ■ The fuser unit may be smudged. Call Brother Customer Service at 1-800-284-4329 (**in USA**) or 1-877-BROTHER (**in Canada**).
 **White lines down the page**	■ Clean the laser scanner window with a soft cloth. (See *Cleaning the laser scanner window* on page 122.) ■ The toner cartridge may be damaged. Put in a new toner cartridge. (See *Replacing the toner cartridge (TN-550/TN-580)* on page 126.)
 **Page skewed**	■ Make sure the paper or other print media is loaded properly in the paper tray and that the guides are not too tight or too loose against the paper stack. ■ Set the paper guides correctly. ■ If you are using the MP tray, see *Loading envelopes and other media* on page 15. ■ The paper tray may be too full. ■ Check the paper type and quality. (See *Acceptable paper and other media* on page 11.)
 **Curled or wave**	■ Check the paper type and quality. High temperatures and high humidity will cause paper to curl. ■ If you do not use the machine often, the paper may have been in the paper tray too long. Turn over the stack of paper in the paper tray. Also, fan the paper stack and then rotate the paper 180° in the paper tray.
 **Wrinkles or creases**	■ Make sure that paper is loaded properly. ■ Check the paper type and quality. (See *Acceptable paper and other media* on page 11.) ■ Turn over the stack of paper in the tray or rotate the paper 180° in the input tray.

Setting Dial Tone Detection

Setting the dial tone to Detection will shorten the dial tone detect pause.

1. (USA) Press **Menu**, **0**, **4**.
   (Canada) Press **Menu**, **0**, **5**.



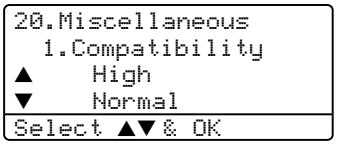
2. Press ▲ or ▼ to select Detection or No Detection
   Press **OK**.

3. Press **Stop/Exit**.

Phone line interference

If you are having difficulty sending or receiving a fax due to possible interference on the phone line, we recommend that you adjust the Equalization for compatibility to reduce the modem speed for fax operations.

1. Press **Menu**, **2**, **0**, **1**.



2. Press ▲ or ▼ to choose Basic or Normal (or High).
   - Basic cuts the modem speed to 9600 bps. Unless interference is a recurring problem on your phone line, you may prefer to use it only when needed.
   - Normal sets the modem speed at 14400 bps.
   - High sets the modem speed at 33600 bps.

   Press **OK**.

3. Press **Stop/Exit**.

Note

When you change the Compatibility to Basic, the ECM feature is not available.

Error messages

As with any sophisticated office product, errors may occur. If this happens, your machine will identify the error and display an error message. The most common error messages are shown below.

Error Message	Cause	Action
Check paper Size	Paper is not the correct size.	Load the correct size of paper (Letter, Legal, A4 or Folio) and then set the “Paper size” (**Menu**, **1**, **3**) and “Tray Use in Fax Mode” (**Menu**, **1**, **7**, **2**), See *Paper Size* on page 18 and *Tray use in Fax mode* on page 19.
Comm.Error	Poor phone line quality caused a communication error.	Send the fax again or connect the machine to another telephone line. If the problem continues, call the telephone company and ask them to check your phone line.
Connection Fail	You tried to poll a fax machine that is not in Polled Waiting mode.	Check the other fax machine’s polling setup.
Cooling Down Wait for a while	The temperature of the drum unit or toner cartridge is too hot. The machine will pause its current print job and go into cooling down mode. During the cooling down mode, you will hear the cooling fan running while the LCD shows Cooling Down, and Wait for a while.	Make sure that you can hear the fan in the machine spinning and the exhaust outlet isn't blocked by something. If the fan is spinning, remove any obstacles that surround the exhaust outlet, and then leave the machine turned on but do not use it for several minutes. If the fan is not spinning follow the suggestions below. Turn off the machine's power switch and then turn it on again. If the error message continues leave the machine for several minutes and then try it again. (The machine can be turned off for up to 4 days without losing faxes stored in the memory.)
Cover is Open	The front cover is not closed completely.	Close the front cover of the machine.
	The fuser cover is not closed completely.	Open the back cover, and then open the fuser cover. Remove the jammed paper if there is any, and then close the fuser cover.
	The document cover is not closed completely.	Remove the document on the scanner glass, and then close the document cover.
Disconnected	The other person or other person’s fax machine stopped the call.	Try to send or receive again.
Document Jam	The document was not inserted or fed properly, or the document scanned from the ADF was too long.	See *Document jams* on page 115 or *Using the ADF* on page 10.

Error Message	Cause	Action
DR Mode in Use	The machine is set to Distinctive Ring mode. You can not change the Receive Mode from Manual to another mode.	Set Distinctive Ring to Off. See *Turning off Distinctive Ring* on page 48.
Drum Near End	The drum unit is near the end of its life.	Use the drum unit until you have a print quality problem; then replace the drum unit with a new one. See *Replacing the drum unit (DR-520)* on page 129.
	The drum counter was not reset.	1. Open the front cover, and then press **Clear/Back**. 2. Press **1** to reset.
Duplex Disabled	The duplex tray is not installed properly.	Remove the duplex tray and install it again.
Dust on Drum	The primary corona wire on the drum unit needs to be cleaned.	Clean the primary corona wire on the drum unit. (See *Cleaning the corona wire* on page 124.)
Fuser Error	Temperature of fuser unit does not rise at a specified temperature within specified time.	Turn the power switch off, wait a few seconds and then turn it again. Leave the machine for 15 minutes with the power on. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See *Checking if the machine has faxes in its memory* on page 114).
	The fuser unit is too hot.	
No Paper	The machine is out of paper or paper is not properly loaded in the paper tray.	Do one of the following: ■ Refill the paper in the paper tray or MP tray. ■ Remove the paper and load it again.
No Response/Busy	The number you dialed does not answer or is busy.	Verify the number and try again.
No Tray	The paper tray is not completely closed.	Close the paper tray properly.
Not Registered	You tried to access a One-Touch or Speed Dial number that is not programmed.	Set up the One-Touch or Speed Dial number. (See *Storing One-Touch dial numbers* on page 56 and *Storing Speed-Dial numbers* on page 58.)

Error Message	Cause	Action
Out of Memory	The machine's memory is full.	**Fax sending or copy operation in progress** Do one of the following: ■ Press **Start** to send or copy the scanned pages. ■ Press **Stop/Exit** and wait until the other operations in progress finish and then try again. ■ Clear the data from the memory. (See *Out of Memory message* on page 39 or page 82.) **Printing operation in process** Do one of the following: ■ Reduce print resolution. (See *Advanced tab in the Software User's Guide on the CD-ROM*.) ■ Clear the faxes from the memory. (See *Out of Memory message* on page 82.)
Output Tray Full	The output tray is full of paper.	Remove the paper from the output tray.
Paper Jam Back	The paper is jammed in the back of the machine.	(See *Paper jams* on page 116.)
Paper Jam Duplex	The paper is jammed in the duplex tray.	(See *Paper jams* on page 116.)
Paper Jam Inside	The paper is jammed inside the machine.	(See *Paper jams* on page 116.)
Paper Jam MPTray	The paper is jammed in the MP tray of the machine.	(See *Paper jams* on page 116.)
Paper Jam Tray1 Paper Jam Tray2	The paper is jammed in the paper tray of the machine.	(See *Paper jams* on page 116.)
Replace Fuser	It is time to replace the fuser unit.	Call Brother Customer Service to replace the fuser unit.
Replace Laser	It is time to replace the laser unit.	Call Brother Customer Service to replace the laser unit.
Replace PF Kit1	It is time to replace the paper feeding kit for Tray 1.	Call Brother Customer Service to replace the PF Kit 1.
Replace PF Kit2	It is time to replace the paper feeding kit for Tray 2.	Call Brother Customer Service to replace the PF Kit 2.
Replace PF KitMP	It is time to replace the paper feeding kit for the MP tray.	Call Brother Customer Service to replace the PF Kit MP.
Scanner Locked	The scanner lock is locked.	Open the document cover, and then release the scanner lock lever. Press **Stop/Exit**.

Error Message	Cause	Action
Toner Error	The toner cartridge and drum unit assembly is not installed or is not installed properly.	Reinstall the toner cartridge.
Toner Life End	The toner cartridge and drum unit assembly is not installed properly, or the toner cartridge is used up and printing is not possible.	Do one of the following: ■ Re-install the toner cartridge and drum unit assembly. ■ Replace the toner cartridge with a new one. (See *Replacing the toner cartridge (TN-550/TN-580)* on page 126.)
Toner Low	If the LCD shows Toner Low, you can still print, however, the machine is telling you that the toner cartridge is near the end of its life and the toner will soon run out.	Order a new toner cartridge now.
Too Many Trays	More than one optional tray is installed.	Maximum number of optional trays is one. Remove additional tray(s).
Unable to Init. (Initialize) Unable to Print	The machine has a mechanical problem.	Turn off the machine's power switch and then turn it on again. If the error message continues leave the machine for several minutes and then try it again. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See *Checking if the machine has faxes in its memory* on page 114.)
Unable to Scan	The machine has a mechanical problem.	Turn off the machine's power switch and then turn it on again. If the error message continues leave the machine for several minutes and then try it again. (The machine can be turned off for up to 4 days without losing faxes stored in the memory. See *Checking if the machine has faxes in its memory* on page 114.)
	Document is too long for duplex scanning.	Press **Stop/Exit**. Use the suitable size of paper for duplex scanning. See *Scan* on page 157.

Checking if the machine has faxes in its memory

If the LCD shows an error message then you can check to see if there are faxes in the machine's memory.

1. Press **Menu**, **9**, **0**, **1**.
2. Do one of the following:
   - If the LCD shows `No Data`, there are no faxes left in the machine's memory.
   - If the LCD shows `Dial & Start`, there are faxes in the machine's memory.
     - You can send the faxes to another fax machine. See *Sending faxes to another fax machine* on page 114.
     - You can send the faxes from the machine's memory to your PC. See *Sending faxes to your PC* on page 114.

Note

You can send the Fax Journal report to another fax machine by pressing Menu, **9**, **0**, **2** in ❶.

Sending faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode.

1. Enter the fax number to which faxes will be sent.
2. Press **Start**.

Sending faxes to your PC

You can move the faxes from your machine's memory to your PC.

1. Press **Stop/Exit**.
2. Make sure that you have installed **MFL-Pro Suite** on your PC, and then turn on **PC Fax Receiving** on the PC. (For details about PC Fax Receive, see *Using Brother PC-FAX software (For Windows®) in the Software User's Guide on the CD-ROM*.)
3. Make sure that you have set `PC Fax Receive` on the machine. (See *PC Fax Receive* on page 64.) During setup the LCD will ask if you want to send the faxes to your PC.
4. Do one of the following:
   - To send all faxes to your PC, press **1**.
   - To exit and leave the faxes in the memory, press **2**.

Note

If there is an error message on the machine's LCD, after the faxes have been sent, disconnect the machine from the power source for several minutes, and then reconnect it.

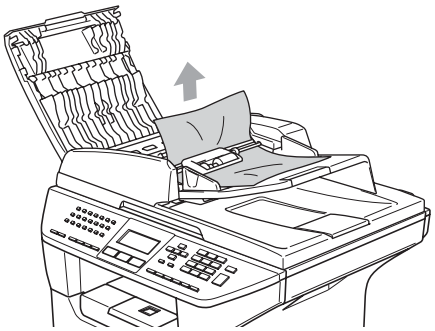
Document jams

If the document is jammed, follow the steps below.

Document is jammed in the top of the ADF unit

The document may get jammed if it is not inserted or fed properly, or if it is too long. Follow the steps below to clear a document jam.

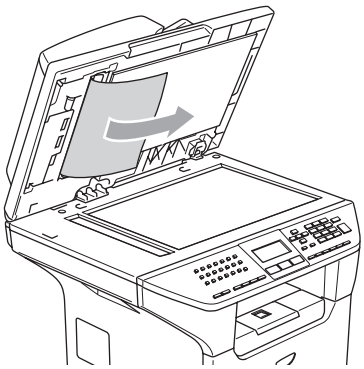
1. Take out any paper from the ADF that is not jammed.
2. Open the ADF cover.
3. Pull the jammed document out to the left.



4. Close the ADF cover.
5. Press **Stop/Exit**.

Document is jammed under the document cover

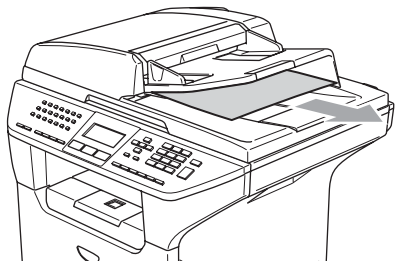
1. Take out any paper from the ADF that is not jammed.
2. Lift the document cover.
3. Pull the jammed document out to the right.



4. Close the document cover.
5. Press **Stop/Exit**.

Document is jammed at the output tray

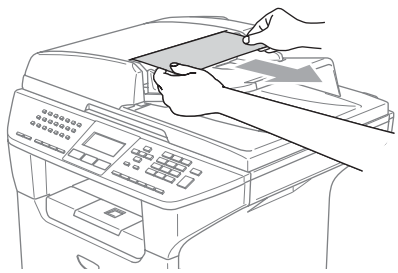
1. Take out any paper from the ADF that is not jammed.
2. Pull the jammed document out to the right.



3. Press **Stop/Exit**.

Document is jammed in the duplex slot (MFC-8860DN and MFC-8870DW only)

1. Take out any paper from the ADF that is not jammed.
2. Pull the jammed document out to the right.



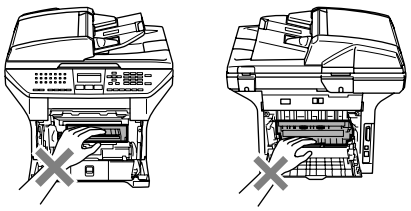
3. Press **Stop/Exit**.

Paper jams

To clear paper jams, please follow the steps in this section.

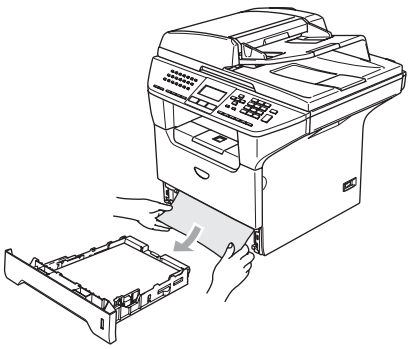
HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover of the machine, DO NOT touch the shaded parts shown in the illustration.

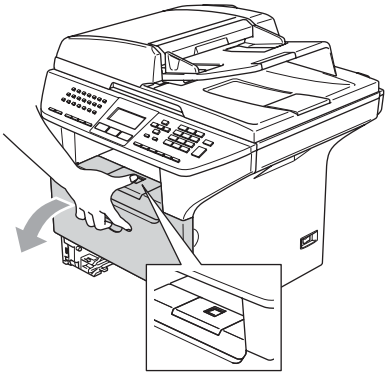


Paper is jammed inside the machine

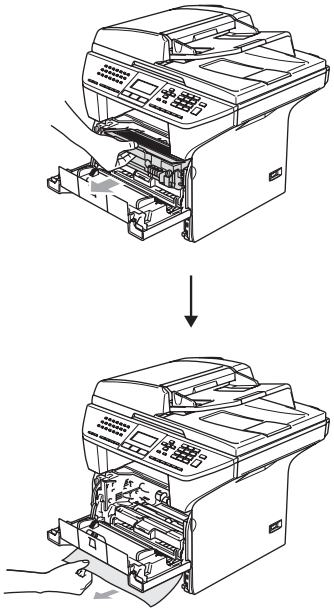
1. Pull the paper tray completely out of the machine.
2. Use both hands to slowly pull out the jammed paper.



3 Press the cover release lever to open the front cover.

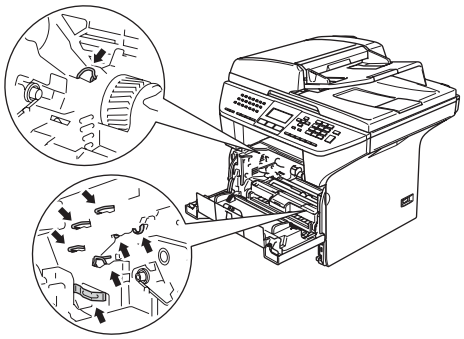


4 Slowly take out the drum unit and toner cartridge assembly. The jammed paper may be pulled out with the toner cartridge and drum unit assembly, or this may release the paper so you can pull it out of the paper tray opening.

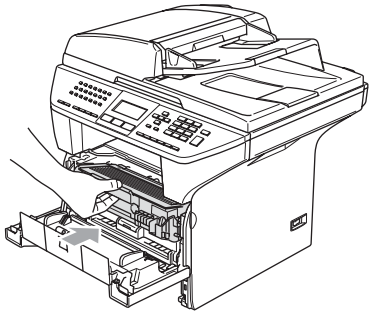


CAUTION

To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



5 Put the drum unit and toner cartridge assembly back in the machine.

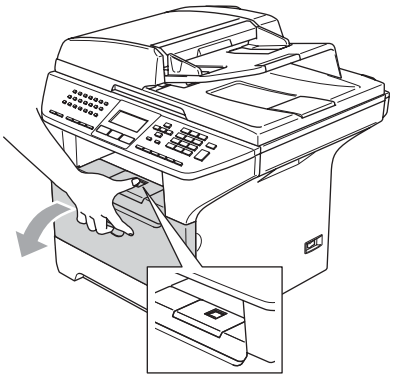


6 Close the front cover.

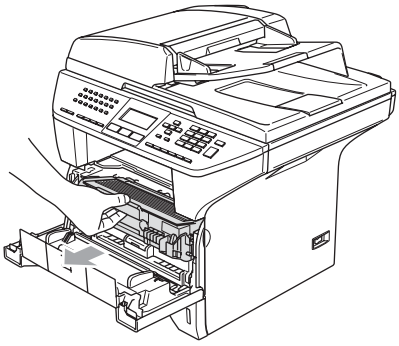
7 Put the paper tray firmly back in the machine.

Paper is jammed at the back of the machine

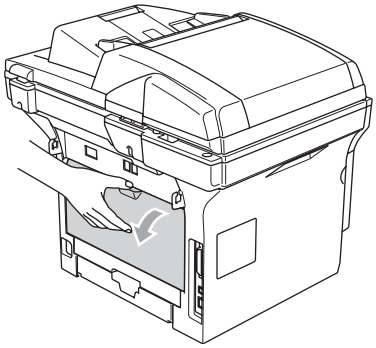
1. Press the cover release lever to open the front cover.



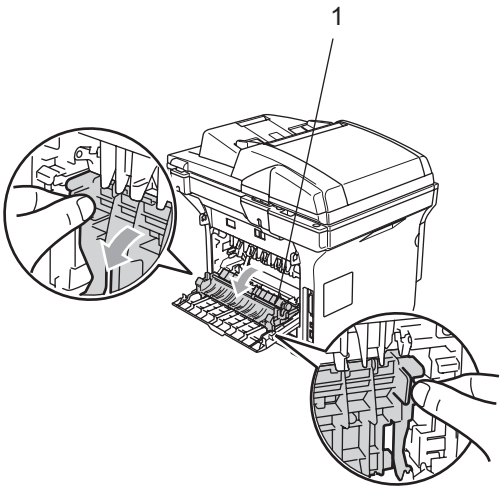
2. Take out the drum unit and toner cartridge assembly.



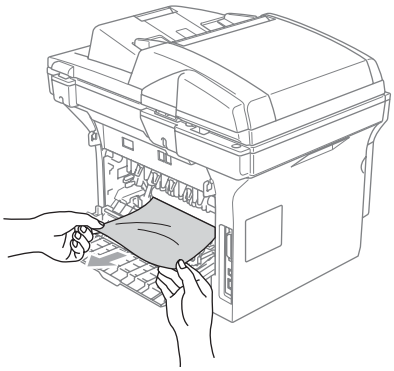
3. Open the back cover.



4. Pull the tabs at the left and right hand sides toward you to open the fuser cover (1).

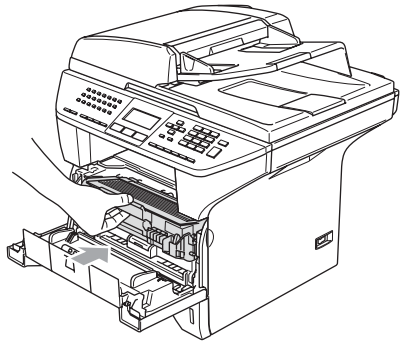


5. Using both hands, gently pull the jammed paper out of the fuser unit.



6. Close the back cover.

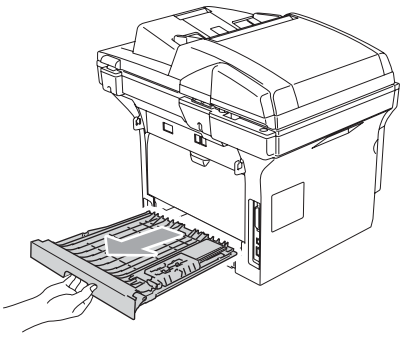
7 Put the drum unit and toner cartridge assembly back in the machine.



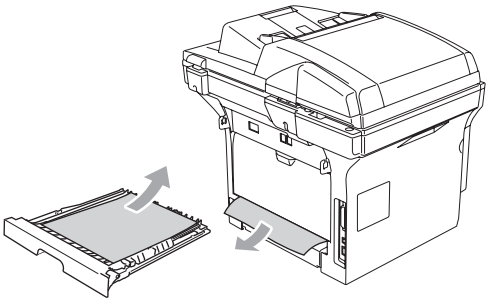
8 Close the front cover.

Paper is jammed in the duplex tray (MFC-8860DN and MFC-8870DW only)

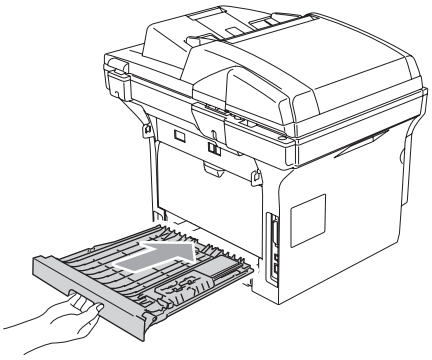
1 Pull the duplex tray completely out of the machine.



2 Pull the jammed paper out of the machine or the duplex tray.

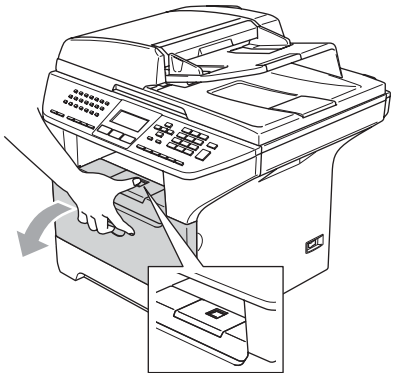


3 Put the duplex tray back in the machine.

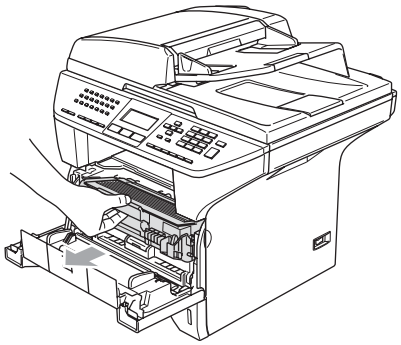


Paper is jammed inside the drum unit and toner cartridge assembly

1 Press the cover release lever to open the front cover.

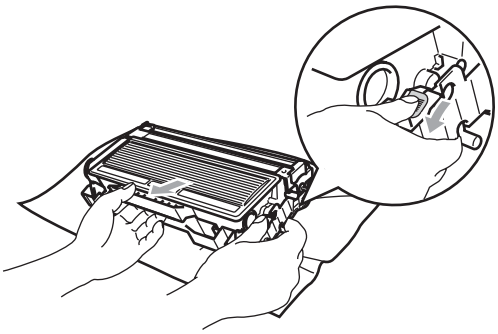


2 Take out the drum unit and toner cartridge assembly.

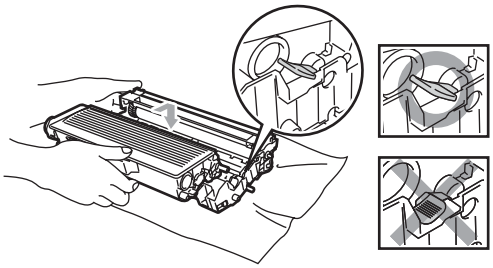


3 Hold down the lock lever on the right and take the toner cartridge out of the drum unit.

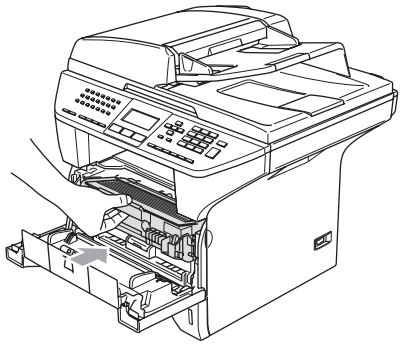
Take out the jammed paper if there is any inside the drum unit.



4 Put the toner cartridge back into the drum unit until you hear it lock into place. If you put it in properly, the lock lever will lift automatically.



5 Put the drum unit and toner cartridge assembly back in the machine.



6 Close the front cover.

Routine maintenance

CAUTION

The drum unit contains toner, so handle it carefully. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.

Cleaning the outside of the machine

CAUTION

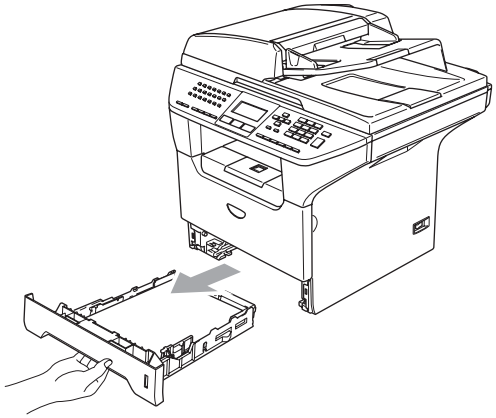
Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the outside surface of the machine.

DO NOT use cleaning materials that contain ammonia.

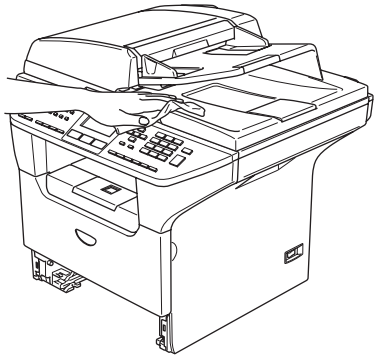
DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

Clean the outside of the machine as follows:

1. Pull the paper tray completely out of the machine.

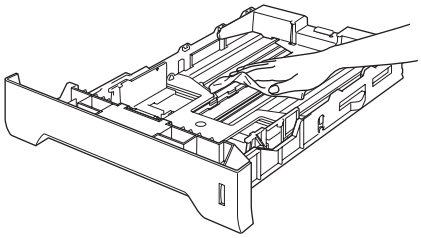


2. Wipe the outside of the machine with a soft cloth to remove dust.



3. Remove anything that is stuck inside the paper tray.

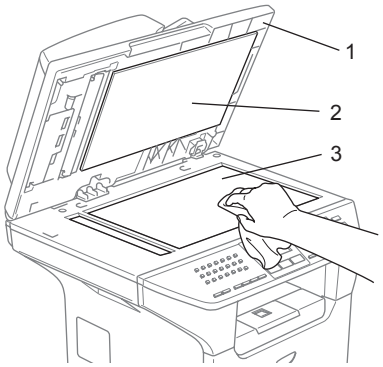
4. Wipe the inside of the paper tray with a soft cloth to remove dust.



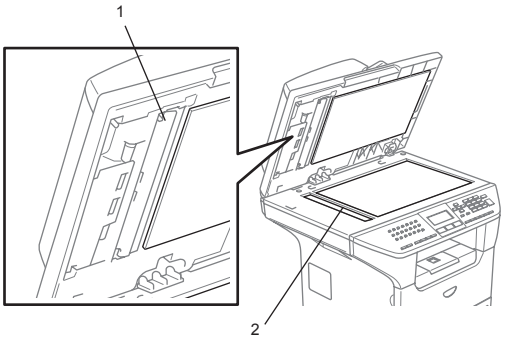
5. Re-load the paper and put the paper tray firmly back in the machine.

Cleaning the scanner glass

1. Turn off the machine's power switch.
2. Lift the document cover (1).
   Clean the white plastic surface (2) and scanner glass (3) underneath the document cover with isopropyl alcohol on a soft lint-free cloth.



3. In the ADF unit, clean the white plastic bar (1) and the scanner glass strip (2) under it with isopropyl alcohol on a lint-free cloth.



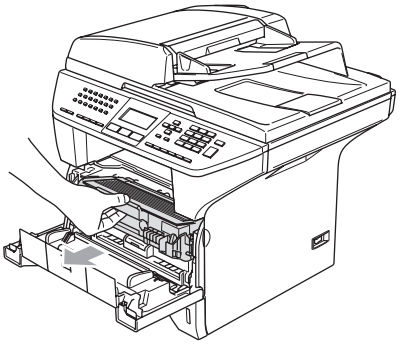
Cleaning the laser scanner window

CAUTION

DO NOT use isopropyl alcohol to clean the laser scanner window.

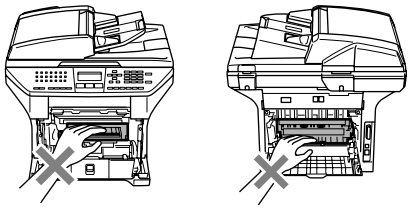
DO NOT touch the laser scanner window with your fingers.

1. Turn off the machine's power switch. Unplug the telephone line cord first, and then unplug the power cord from the AC power outet.
2. Open the front cover and take out the drum unit and toner cartridge assembly.



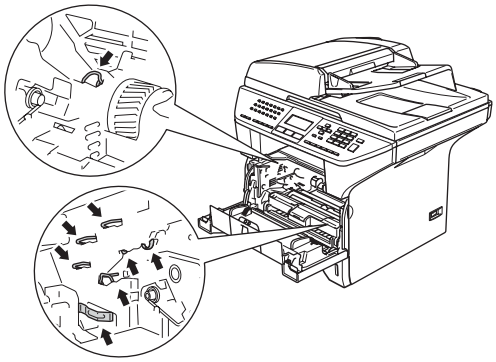
HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front cover of the machine, DO NOT touch the shaded parts shown in the illustration.

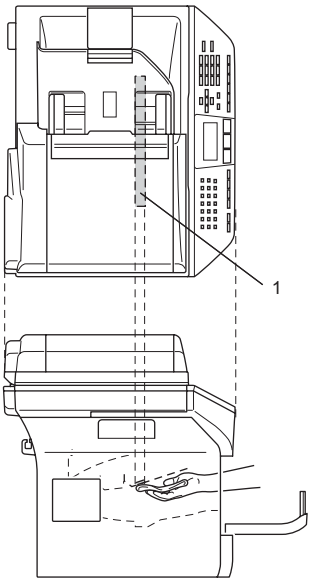


CAUTION

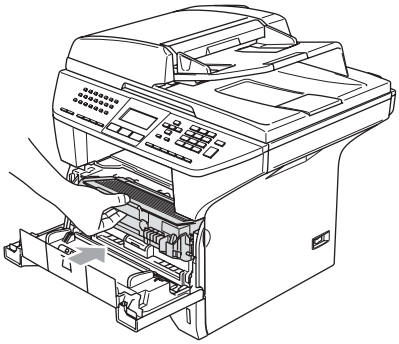
To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



3. Gently clean the laser scanner window (1) by wiping it with a clean soft, dry lint-free cloth. Do not use isopropyl alcohol.



4. Put the drum unit and toner cartridge assembly back into the machine.



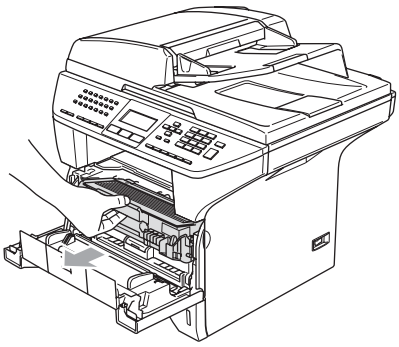
5. Close the front cover.

6. Plug the machine's power cord back into the AC power outlet first, and then plug in the telephone line cord.
Turn on the machine's power switch.

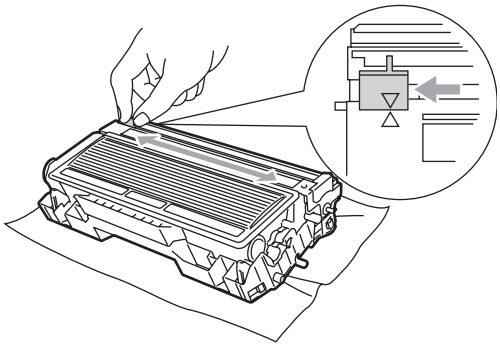
Cleaning the corona wire

We recommend that you put the drum unit and toner cartridge assembly on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.

1. Open the front cover and take out the drum unit and toner cartridge assembly.



2. Clean the primary corona wire inside the drum unit by gently sliding the blue tab from right to left and left to right several times.



3. Return the blue tab and snap it into the home position (▼).

CAUTION

If you do not return the blue tab to the home position (▼), your printed pages may have vertical black stripes on them.

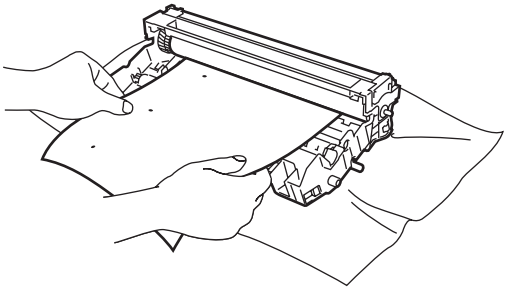
4. Put the drum unit and toner cartridge assembly back in the machine.

5. Close the front cover.

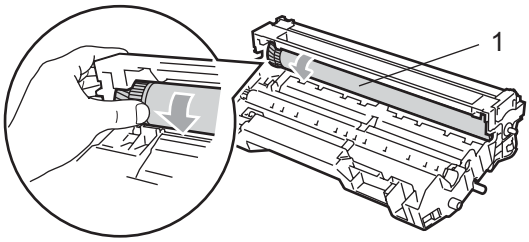
Cleaning the drum unit

1. Take out the drum unit and toner cartridge assembly, and then take out the toner cartridge from the drum unit.

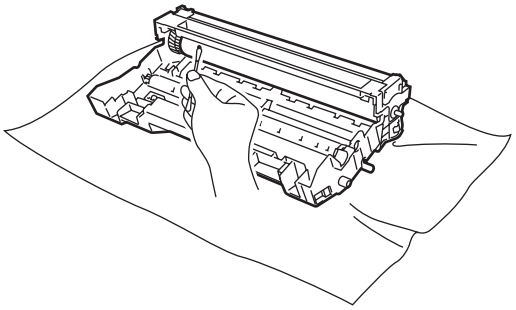
2. Put the print sample in front of the drum unit, and find the exact position of the poor print.



3. Turn the white gear on the drum as you check the surface of the OPC drum (1).



4. When you find the substance on the drum surface that matches the print sample, gently dab the surface of the OPC drum with a cotton swab that is lightly dampened with isopropyl alcohol.



CAUTION

The OPC drum is photosensitive so do not touch it with your fingers.

Do not use a scrubbing or wiping motion because this might damage the drum.

DO NOT clean the surface of the OPC drum with a sharp object, such as a ball-point pen, because this might cause permanent damage to the drum unit.

Replacing the toner cartridge (TN-550/TN-580)

The toner cartridge can print approximately 7,000 pages using a high yield toner cartridge. When the toner cartridge is running low, the LCD shows `Toner Low`. The machine is supplied with a standard toner cartridge that must be replaced after approximately 3,500 pages. Actual page count will vary depending on your average type of document (i.e., standard letter, detailed graphics).

Note

It is a good idea to keep a new toner cartridge ready for use when you see the `Toner Low` warning.

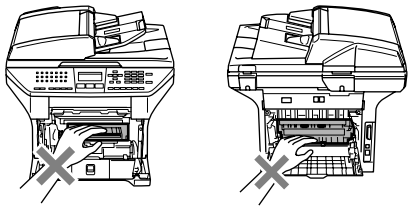
Discard the used toner cartridge according to local regulations, keeping it separate from domestic waste. Be sure to seal up the toner cartridge tightly so that toner powder does not spill out of the cartridge. If you have questions, call your local waste disposal office.

We recommend that you clean the machine and drum unit when you replace the toner cartridge. (See *Cleaning the laser scanner window* on page 122 and *Cleaning the corona wire* on page 124.)

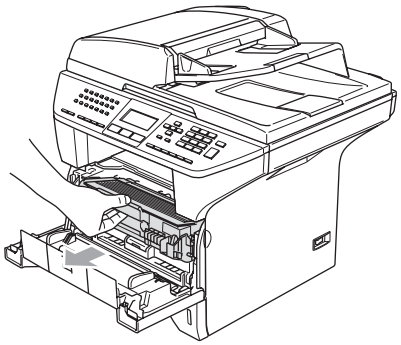
Replacing the toner cartridge

HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover of the machine, DO NOT touch the shaded parts shown in the illustration.

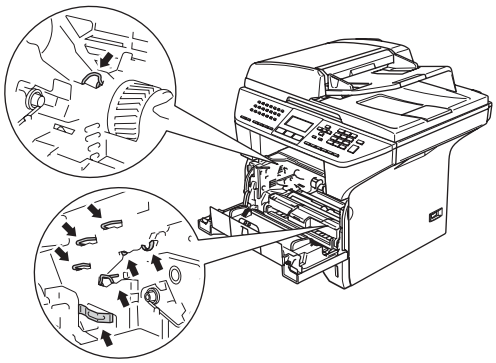


1. Open the front cover and take out the drum unit and toner cartridge assembly.

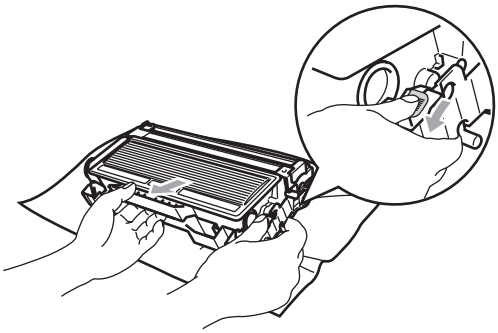


CAUTION

To prevent damage to the machine from static electricity, DO NOT touch the electrodes shown in the illustration.



2 Hold down the lock lever on the right and take the toner cartridge out of the drum unit.



WARNING

DO NOT put a toner cartridge into a fire. It could explode, resulting in injuries.

CAUTION

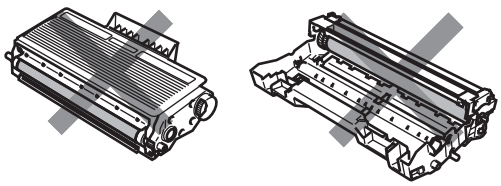
Put the drum unit on a drop cloth or large piece of disposable paper to avoid spilling and scattering the toner.

Handle the toner cartridge carefully. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.

CAUTION

Brother strongly recommends that you do not refill the toner cartridge provided with your machine. We also strongly recommend that you continue to use only Genuine Brother Brand replacement toner cartridges (**TN-550/TN-580**). Use or attempted use of potentially incompatible toner and/or cartridges in the Brother machine may cause damage to the machine and/or may result in unsatisfactory print quality. Our warranty coverage does not apply to any problem that is caused by the use of unauthorized third party toner and/or cartridges. To protect your investment and obtain premium performance from the Brother machine, we strongly recommend the use of Genuine Brother Supplies.

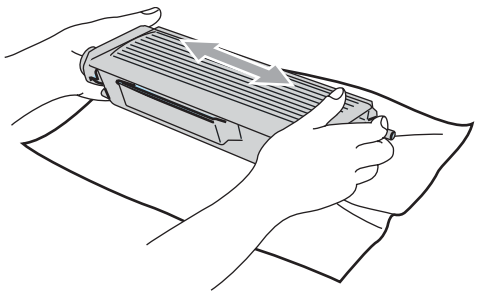
Wait to unpack the toner cartridge until immediately before you put in the machine. If a toner cartridge is left unpacked for a long time, the toner life will be shortened.



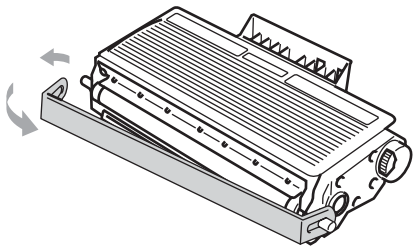
DO NOT touch the shaded parts shown in the illustrations to prevent any degradation to the print quality.

3 Unpack the new toner cartridge. Put the used toner cartridge into the aluminum bag and discard it according to local regulations.

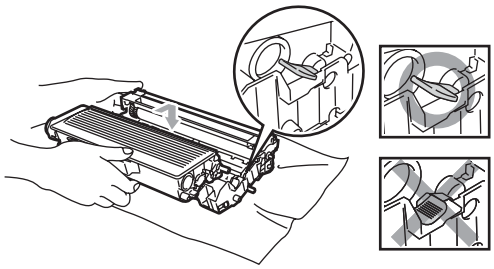
4 Gently rock the toner cartridge from side to side five or six times to spread the toner evenly inside the cartridge.



5 Pull off the protective cover.



6 Put the new toner cartridge firmly into the drum unit until you hear it lock into place. If you put it in properly, the lock lever will lift automatically.



7 Clean the primary corona wire inside the drum unit by gently sliding the blue tab from left to right and right to left several times. Be sure to return the blue tab to the home position (▼).

8 Put the drum unit and toner cartridge assembly back in the machine.

9 Close the front cover.

Replacing the drum unit (DR-520)

The machine uses a drum unit to create print images on paper. If the LCD shows `Drum Near End`, the drum unit is near the end of its life and it is time to buy a new one.

Even if the LCD shows `Drum Near End`, you may be able to continue printing without having to replace the drum unit for a while. However, if there is a noticeable deterioration in the output print quality (even before `Drum Near End` appears), then the drum unit should be replaced. You should clean the machine when you replace the drum unit. (See *Cleaning the laser scanner window* on page 122.)

CAUTION

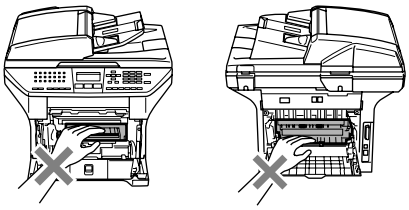
While removing the drum unit, handle it carefully because it may contain toner. If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.

Note

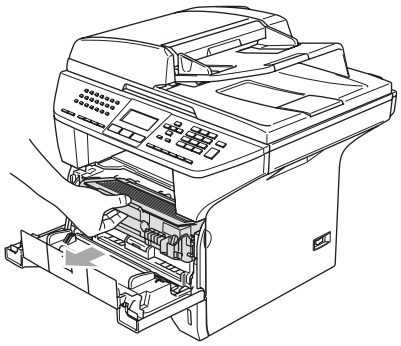
The drum unit is a consumable item, and it is necessary to replace it periodically. There are many factors that determine the actual drum life, such as temperature, humidity, type of paper and how much toner you use for the number of pages per print job. The estimated drum life is approximately 25,000 pages. The actual number of pages your drum will print may be significantly less than these estimates. Because we have no control over the many factors that determine the actual drum life, we cannot guarantee a minimum number of pages that will be printed by your drum.

HOT SURFACE

After you have just used the machine, some internal parts of the machine will be extremely hot. When you open the front or back cover of the machine, DO NOT touch the shaded parts shown in the illustration.

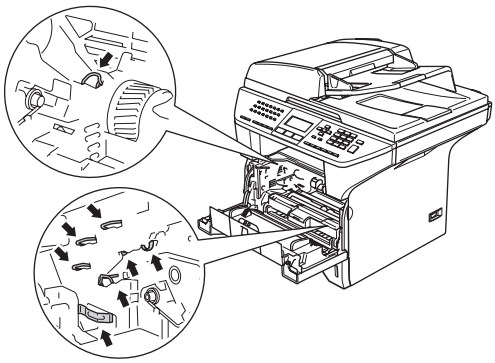


1. Open the front cover and take out the drum unit and toner cartridge assembly.

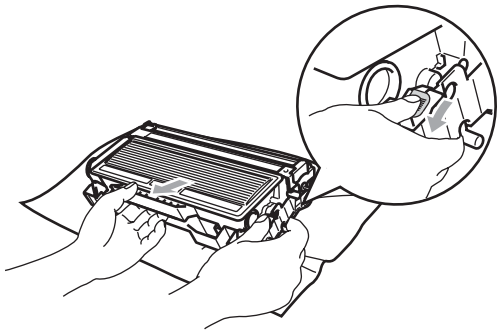


CAUTION

To prevent damage to the printer from static electricity, DO NOT touch the electrodes shown in the illustration.



2 Hold down the lock lever on the right and take the toner cartridge out of the drum unit.



Note

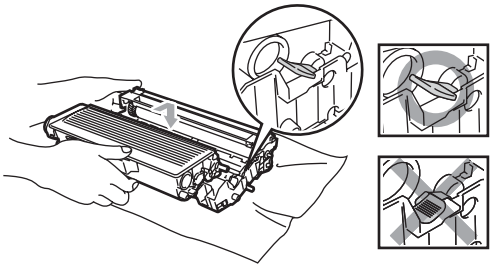
Discard the used drum unit according to local regulations, keeping it separate from domestic waste. Be sure to seal up the drum unit tightly so that toner powder does not spill out of the unit. If you have questions, call your local waste disposal office.

CAUTION

Wait to unpack a new drum unit until immediately before installing it. Put the old drum unit into the plastic bag.

3 Unpack the new drum unit.

4 Put the toner cartridge firmly into the new drum unit until you hear it lock into place. If you put it in properly, the lock lever will lift automatically.



5 Put the drum unit and toner cartridge assembly back in the machine.
Do not close the front cover.

6 Press **Clear/Back**.

```
Replace Drum?

▲     1.Yes
▼     2.No
Select ▲▼ & OK
```

To confirm you are installing a new drum, press **1**.

7 When the LCD shows `Accepted`, close the front cover.

CAUTION

If toner scatters on your hands or clothes, wipe or wash it off with cold water at once.

Replacing periodic maintenance parts

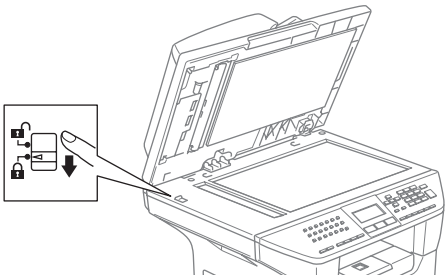
You need to replace the periodic maintenance parts regularly to maintain print quality. You should replace the parts listed below after printing approximately 100,000 pages. Please call Brother Customer Service when the following messages appear on the LCD.

LCD message	Description
Replace PF KitMP	Replace paper feeding kit for MP tray.
Replace PF Kit1	Replace paper feeding kit for Tray 1.
Replace PF Kit2	Replace paper feeding kit for Tray 2.
Replace Fuser	Replace fuser unit.
Replace Laser	Replace laser unit.

Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, you could void your warranty. The machine should be adequately insured with the carrier.

1. Turn off the machine's power switch.
2. Unplug the machine from the telephone wall jack.
3. Unplug all the cables and AC power cord from the machine.
4. Push the Scanner Lock Lever down to lock the scanner. This lever is located on the left of the scanner glass.

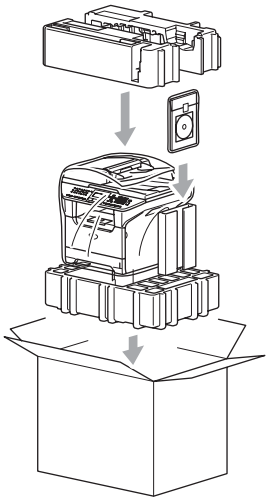


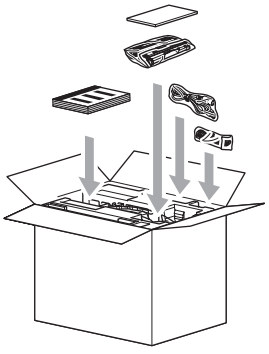
CAUTION

Damage caused to your machine by failure to lock the scanner before moving and shipping may void your warranty.

5. Open the front cover.
6. Take out the drum unit and toner cartridge assembly. Leave the toner cartridge installed in the drum unit.
7. Put the drum unit and toner cartridge assembly into the plastic bag and seal the bag.
8. Close the front cover.
9. Wrap the machine in the plastic bag and put it in the original carton with the original packing material.

10 Pack the drum unit and toner cartridge assembly, AC power cord and printed materials in the original carton as shown below.





Note

If you are returning your machine to Brother as part of the Exchange Service, pack only the machine. Keep all separate parts and printed materials to use with your 'Exchange' machine.

11 Close the carton and tape it shut.

Machine Information

Checking the serial numbers

You can see the machine's serial number on the LCD.

1 Press **Menu**, **7**, **1**.

```
71.Serial No.

  XXXXXXXXXX
```

2 Press **Stop/Exit**.

Checking the page counters

You can see the machine's page counters for copies, printed pages, reports and lists, faxes or a summary total.

1 Press **Menu**, **7**, **2**.
The LCD shows number of pages for `Total` and `Copy`.

```
72.Page Counter

▲    Total    :XXXXXX
▼    Copy     :XXXXXX
```

2 Press ▲ or ▼ to see `Print` or `List/Fax`.

```
72.Page Counter

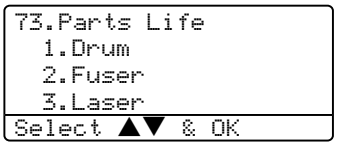
▲    Print    :XXXXXX
▼    List/Fax :XXXXXX
```

3 Press **Stop/Exit**.

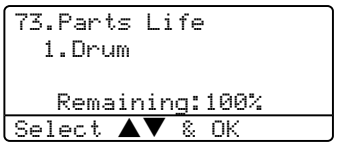
Checking the remaining life of parts

You can view the remaining life of these parts on the LCD.

1. Press **Menu**, **7**, **3**.



2. Press ▲ or ▼ to select `1.Drum`, `2.Fuser`, `3.Laser`, `4.PF Kit MP`, `5.PF Kit 1` or `6.PF Kit 2`.



3. Press **Stop/Exit**.

Note

The life check of a part will be accurate only if that part's life counter was reset when the new part was installed. It will not be accurate if that part's life counter was reset during the life of the used part.

D Menu and Features

On-screen programming

Your machine has been designed to be easy to use. The LCD provides on-screen programming using the menu keys.

We have created step by step on-screen instructions to help you program your machine. Simply follow the instructions as they guide you through the menu selections and programming options.

Menu table

You can program your machine without the User's Guide by using the Menu table on page 136. These pages list the menu selections and options.

Press **Menu** followed by the menu numbers to program your machine.

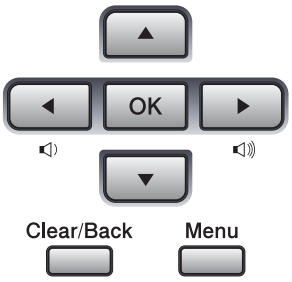
For example, to set `Beeper` volume to `Low`.

1. Press **Menu**, **1**, **4**, **2**.
2. Press ▲ or ▼ to choose `Low`.
3. Press **OK**.

Memory storage

Your menu settings are stored permanently, and in the event of a power failure will *not* be lost. Temporary settings (for example, Contrast, Overseas Mode) *will* be lost. Your machine can store the date and time up to 4 days.

Menu keys



Menu	Access the menu
OK	Go to the next menu level Accept an option
Clear/Back	Exit the menu by pressing repeatedly. Go back to the previous menu level.
▲ ▼	Scroll through the current menu level.
◀ ▶	Go back to the previous menu level or forward to the next menu level.
Stop/Exit	Exit the menu.

To access the menu mode:

1. Press **Menu**.
2. Choose an option.
   - Press **1** for General Setup menu.
   - Press **2** for Fax menu.
   - Press **3** for Copy menu.

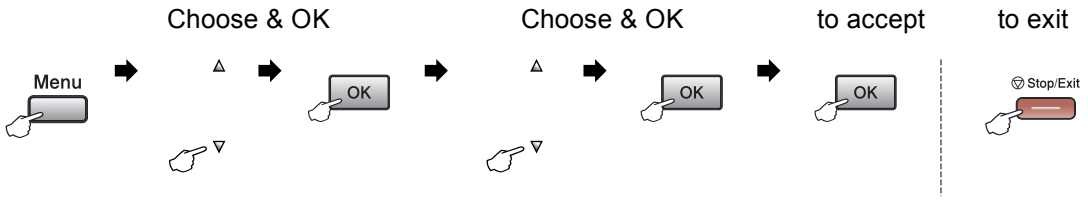
     ⋮

   - Press **0** for Initial Setup.

   You can scroll more quickly through each menu level by pressing ▲ or ▼ for the direction you want.
3. Press **OK** when that option appears on the LCD.
   The LCD will then show the next menu level.
4. Press ▲ or ▼ to scroll to your next menu selection.
5. Press **OK**.
   When you finish setting an option, the LCD shows `Accepted`.

Menu Table

The factory settings are shown in Bold with an asterisk.



Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1.General Setup	1.Mode Timer	—	0 Sec 30 Secs 1 Min **2 Mins*** 5 Mins Off	Sets the time to return to Fax mode and the time the machine will change from individual user to public user when using Secure Function Lock.	17 25
	2.Paper Type	1.MP Tray	Thin **Plain*** Thick Thicker Transparency Recycled Paper	Sets the type of paper in the MP tray.	17
		2.Tray#1	Thin **Plain*** Thick Thicker Transparency Recycled Paper	Sets the type of paper in the paper tray.	17
		3.Tray#2 (This menu only appears if you have the optional tray #2)	Thin **Plain*** Thick Thicker Recycled Paper	Sets the type of paper in the optional paper tray #2.	17

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1.General Setup (Continued)	3.Paper Size	1.MP Tray	A4 **Letter*** Legal Executive A5 A6 B5 B6 Folio Any	Sets the size of the paper in the MP tray.	18
		2.Tray#1	A4 **Letter*** Legal Executive A5 A6 B5 B6 Folio	Sets the size of the paper in the paper tray.	18
		3.Tray#2 (This menu only appears if you have the optional tray #2)	A4 **Letter*** Legal Executive A5 B5 B6 Folio	Sets the size of the paper in the optional paper tray #2.	18
	4.Volume	1.Ring	Off Low **Med*** High	Adjusts the ring volume.	20
		2.Beeper	Off Low **Med*** High	Adjusts the volume level of the beeper.	20
		3.Speaker	Off Low **Med*** High	Adjusts the speaker volume.	20

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1.General Setup (Continued)	5.Auto Daylight	—	On **Off***	Changes for Daylight Savings Time automatically.	21
	6.Ecology	1.Toner Save	On **Off***	Increases the page yield of the toner cartridge.	21
		2.Sleep Time	(0-99) **05 Min***	Conserves power.	22
	7.Tray Use	1.Copy	Tray#1 Only Tray#2 Only MP Only **MP>T1>T2*** T1>T2>MP (T2 appears only if you installed the optional paper tray.)	Selects the tray that will be used for Copy mode.	18
		2.Fax	Tray#1 Only Tray#2 Only MP Only MP>T1>T2 **T1>T2>MP*** (T2 appears only if you installed the optional paper tray.)	Selects the tray that will be used for Fax mode.	19
		3.Print	Tray#1 Only Tray#2 Only MP Only **MP>T1>T2*** T1>T2>MP (T2 appears only if you installed the optional paper tray.)	Selects the tray that will be used for PC print.	19
	8.LCD Contrast	—	-□□□□■+ -□□□■□+ **-□□■□□+*** -□■□□□+ -■□□□□+	Adjusts the contrast of the LCD.	23
	9.Security	1.Setting Lock	—	Stops unauthorized users from changing the machine's current settings.	24
		2.Function Lock	—	Can restrict selected machine operation for up to 25 individual users and all other non-authorized Public users.	25

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.Fax	1.Setup Receive (In Fax mode only)	1.Ring Delay	00 01 02 03 **04***	Sets the number of rings before the machine answers in Fax Only or Fax/Tel mode.	42
		2.F/T Ring Time	**20 Secs*** 30 Secs 40 Secs 70 Secs	Sets the pseudo/double-ring time in Fax/Tel mode.	42
		3.Easy Receive	**On*** Off	Receives fax messages without pressing **Start**.	43
		4.Remote Codes	**On*** (✳51, #51) Off	Allows you to answer all calls at an extension or external phone and use codes to turn the machine on or off. You can personalize these codes.	53
		5.Auto Reduction	**On*** Off	Cuts the size of incoming faxes.	44
		6.Print Density	-□□□□■+ -□□□■□+ **-□□■□□+*** -□■□□□+ -■□□□□+	Makes printouts darker or lighter.	43
		7.Polling RX		Sets up your machine to poll another fax machine.	71
		8.Fax Rx Stamp	On **Off***	Prints the received time and date on the top of the received faxes.	45
		9.Duplex (MFC-8860DN and MFC-8870DW only)	On **Off***	Prints received faxes on both sides of the paper.	44

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.Fax (Continued)	2.Setup Send (In Fax mode only)	1.Contrast	**Auto*** Light Dark	Changes the lightness or darkness of faxes you send.	35
		2.Fax Resolution	**Standard*** Fine S.Fine Photo	Sets the default resolution for outgoing faxes.	35
		3.Delayed Fax	—	Sets the time of day in 24 hour format that the delayed faxes will be sent.	37
		4.Batch TX	On **Off***	Combines delayed faxes going to the same fax number at the same time of day into one.	38
		5.Real Time TX	Next Fax:On Next Fax:Off On **Off***	Sends a fax without using the memory.	36
		6.Polled TX	On **Off***	Sets up your machine with a document to be retrieved by another fax machine.	72
		7.Coverpg Setup	Next Fax:On Next Fax:Off On **Off*** Print Sample	Automatically sends a cover page you have programmed.	33
		8.Coverpage Msg	—	Sets up your own comments for the fax cover page.	33
		9.Overseas Mode	On **Off***	If you are having difficulty sending faxes overseas, set this to on.	37
		0.Glass Fax Size	**A4/Letter*** Legal/Folio	Adjusts the scan area of the scanner glass to the size of the document.	31
	3.Set Quick-Dial	1.One-Touch Dial	—	Stores up to 40 One-Touch Dial numbers, so you can dial by pressing one key (and Start).	56
		2.Speed-Dial	—	Stores up to 300 Speed-Dial numbers, so you can dial by pressing only a few keys (and Start).	58
		3.Setup Groups	—	Sets up to 20 Group numbers for Broadcasting.	60

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.Fax (Continued)	4.Report Setting	1.Transmission	On On+Image **Off*** Off+Image	Sets initial setup for Transmission Verification Report and Fax Journal.	69
		2.Journal Period	Off **Every 50 Faxes*** Every 6 Hours Every 12 Hours Every 24 Hours Every 2 Days Every 7 Days		69
	5.Remote Fax Opt	1.Fwd/Page/ Store (Backup Print)	**Off*** Fax Forward Paging Fax Storage PC Fax Receive	Sets the machine to forward fax messages, to call your pager, to store incoming faxes in the memory (so you can retrieve them while you are away from your machine), or to send faxes to your PC. If you choose Fax Forward or PC Fax Receive, you can turn on the safety feature backup print.	62
		2.Remote Access	---✳	Sets your own code for Remote Retrieval.	66
		3.Print Fax	—	Prints incoming faxes stored in the memory.	45
	6.Remaining Jobs	—	—	You can check which jobs are in the memory and lets you cancel chosen jobs.	38
	0. Miscellaneous	1.Compatibility	**High*** Normal Basic	Adjusts the equalization for transmission difficulties.	109
		2.Distinctive	**Off*** Set (On)	Uses the telephone company's Distinctive Ring subscriber service to register the ring pattern with the machine.	46
		3.Caller ID	**Display#*** Print Report	View or print a list of the last 30 Caller IDs stored in the memory.	48

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
3.Copy	1.Quality	—	**Auto*** Photo Text	You can choose the Copy resolution for your type of document.	75
	2.FB Txt Quality	—	1200×600dpi **600dpi***	You can change to the higher Copy resolution when you make a text copy with 100% ratio using the scanner glass.	81
	3.Contrast	—	-□□□□■+ -□□□■□+ **-□□■□□+*** -□■□□□+ -■□□□□+	Adjusts the contrast for copies.	81
4.Printer	1.Emulation	—	**Auto (EPSON)*** Auto (IBM) HP LaserJet BR-Script 3 Epson FX-850 IBM Proprinter	Chooses the emulation mode.	*See Software User's Guide on the CD-ROM.*
	2.Print Options	1.Internal Font	—	Prints a list of the machine's internal fonts.	
		2.Configuration	—	Prints a list of the machine's printer settings.	
	3.Reset Printer	—	1.Reset 2.Exit	Returns the PCL setting to the default settings.	
5.Print Reports	1. Transmission	1.View on LCD 2.Print Report	—	You can view the Transmission Verification Report for your last 200 faxes and print the last report.	70
	2.Help List	—	—	Prints the Help List so you can see at-a-glance how to quickly program your machine.	70
	3.Tel Index List	1.Numeric 2.Alphabetic	—	Lists name and numbers stored in the One-Touch and Speed-Dial memory, in numerical or alphabetical order.	70
	4.Fax Journal	—	—	Lists information about your last 200 incoming and outgoing faxes. (TX means Transmit.) (RX means Receive.)	70
	5.User Settings	—	—	Lists your settings.	70
	6.Network Config.	—	—	Lists your Network settings.	70

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
6.LAN (For MFC-8460N and MFC-8860DN)	1.TCP/IP	1.BOOT Method	**Auto*** Static RARP BOOTP DHCP	Chooses the BOOT method that best suits your needs.	*See Network User's Guide on the CD-ROM.*
		2.IP Address	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.	
		3.Subnet Mask	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.	
		4.Gateway	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.	
		5.Node Name	BRN_XXXXXX	Enter the Node name.	
		6.WINS Config	**Auto*** Static	Chooses the WINS configuration mode.	
		7.WINS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary WINS server.	
		8.DNS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary DNS server.	
		9.APIPA	**On*** Off	Automatically allocates the IP address from the linklocal address range.	
		0.IPv6	On **Off***		
	2.Ethernet		**Auto*** 100B-FD 100B-HD 10B-FD 10B-HD	Chooses the Ethernet link mode.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (For MFC-8460N and MFC-8860DN) (Continued)	3.Setup IFAX (MFC-8860DN)	1.Setup Internet	1.Mail Address		Enter the mail address.	See Network User's Guide on the CD-ROM.
			2.SMTP Server	[000-255]. [000-255]. [000-255]. [000-255]	Enter the SMTP server address.	
			3.POP3 Server	[000-255]. [000-255]. [000-255]. [000-255]	Enter the POP3 server address.	
			4.Mailbox Name		Enter the mail box name.	
			5.Mailbox Pwd		Enter the password to login to the POP3 server.	
		2.Setup Mail RX	1.Auto Polling	**On*** Off	Automatically checks the POP3 server for new messages.	
			2.Poll Frequency	10 MIN	Sets the interval for checking for new messages on the POP3 server.	
			3.Header	All Subject+From+To **None***	Selects the contents of the mail header to be printed.	
			4.Del Error Mail	**On*** Off	Deletes error mails automatically.	
			5.Notification	On MDN **Off***	Receives notification messages.	
		3.Setup Mail TX	1.Sender Subject		Displays the subject that is attached to the Internet Fax data.	
			2.Size Limit	On **Off***	Limits the size of E-mail documents.	
			3.Notification	On **Off***	Sends notification messages.	
		4.Setup Relay	1.Rly Broadcast	On **Off***	Relays a document to another fax machine.	
			2.Relay Domain	RelayXX:	Registers the Domain name.	
			3.Relay Report	On **Off***	Prints the Relay Broadcast Report.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (For MFC-8460N and MFC-8860DN) (Continued)	4.Scan to Email (MFC-8860DN)	1.Color		**PDF*** JPEG	Chooses the file format to send the scanned data.	*See Network User's Guide on the CD-ROM.*
		2.B/W		**PDF*** TIFF		
	3.Scan to FTP (MFC-8460N) 5.Scan to FTP (MFC-8860DN)	1.Color		**PDF*** JPEG		
		2.B/W		**PDF*** TIFF		
	6.Fax to Server (MFC-8860DN)			On **Off***	You can store a prefix/suffix address in the machine and can send a document from a fax server system.	
	7.Time Zone (MFC-8860DN)			UTC-XX:XX	Sets the time zone for your country.	
	0.Factory Reset	1.Reset		1.Yes 2.No	Restore all network settings to factory default.	
		2.Exit				
6.LAN (MFC-8870DW)	1.Wired	1.TCP/IP	1.BOOT Method	**Auto*** Static RARP BOOTP DHCP	Chooses the BOOT method that best suits your needs.	
			2.IP Address	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.	
			3.Subnet Mask	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.	
			4.Gateway	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.	
			5.Node Name	BRN_XXXXXX	Enter the Node name.	
			6.WINS Config	**Auto*** Static	Chooses the WINS configuration mode.	
			7.WINS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary WINS server.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (MFC-8870DW) (Continued)	1.Wired (Continued)	1.TCP/IP (Continued)	8.DNS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary DNS server.	*See Network User's Guide on the CD-ROM.*
			9.APIPA	**On*** Off	Automatically allocates the IP address from the link-local address range.	
			0.IPv6	On **Off***	Enable or Disable the IPv6 protocol. If you want to use the IPv6 protocol, visit http://solutions.brother.com for more information.	
		2.Ethernet		**Auto*** 100B-FD 100B-HD 10B-FD 10B-HD	Chooses the Ethernet link mode.	
		3.Set to Default	1.Reset	1.Yes 2.No	Restore the wired network setting to factory default.	
			2.Exit			
		4.Wired Enable		**On*** Off		
	2.WLAN	1.TCP/IP	1.BOOT Method	**Auto*** Static RARP BOOTP DHCP	Chooses the BOOT method that best suits your needs.	
			2.IP Address	[000-255]. [000-255]. [000-255]. [000-255]	Enter the IP address.	
			3.Subnet Mask	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Subnet mask.	
			4.Gateway	[000-255]. [000-255]. [000-255]. [000-255]	Enter the Gateway address.	
			5.Node Name	BRN_XXXXXX	Enter the Node name.	
			6.WINS Config	**Auto*** Static	Chooses the WINS configuration mode.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (MFC-8870DW) (Continued)	2.WLAN (Continued)	1.TCP/IP (Continued)	7.WINS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary WINS server.	*See Network User's Guide on the CD-ROM.*
			8.DNS Server	(Primary) 000.000.000.000 (Secondary) 000.000.000.000	Specifies the IP address of the primary or secondary DNS server.	
			9.APIPA	**On*** Off	Automatically allocates the IP address from the link-local address range.	
			0.IPv6	On **Off***	Enable or Disable the IPv6 protocol. If you want to use the IPv6 protocol, visit http://solutions.brother.com for more information.	
		2.Setup WLAN	1.Setup Wizard		You can configure your print server.	
			2.SecureEasySetup		You can configure the wireless network easily.	
		3.WLAN Status	1.Status	Active(802.11b) Active(802.11g) Disabled Searching SSID	You can see the current wireless network status.	
			2.Signal	Strong Medium Weak None	You can see the current wireless network signal strength.	
			3.SSID		You can see the current SSID.	
			4.Comm.Mode	Ad-hoc Infrastructure	You can see the current Communication Mode.	
			5.Security Mode	WEP WPA-PSK LEAP	You can see the current wireless network security settings.	
		4.Setup to Default	1.Reset	1.Yes 2.No	Restore the wireless network setting to factory default.	
			2.Exit			
		5.WLAN Enable		On **Off***	Enable or Disable the wireless LAN manually.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (MFC-8870DW) (Continued)	3.Setup IFAX	1.Setup Internet	1.Mail address		Enter the mail address.	See Network User's Guide on the CD-ROM.
			2.SMTP Server	[000-255]. [000-255]. [000-255]. [000-255]	Enter the SMTP server address.	
			3.POP3 Server	[000-255]. [000-255]. [000-255]. [000-255]	Enter the POP3 server address.	
			4.Mailbox Name		Enter the mail box name.	
			5.Mailbox Pwd		Enter the password to login to the POP3 server.	
		2.Setup Mail RX	1.Auto Polling	**On***** Off	Automatically checks the POP3 server for new messages.	
			2.Poll Frequency	10 MIN	Sets the interval for checking for new messages on the POP3 server.	
			3.Header	All Subject+From+To **None***	Selects the contents of the mail header to be printed.	
			4.Del Error Mail	**On*** Off	Deletes error mails automatically.	
			5.Notification	On MDN **Off***	Receives notification messages.	
		3.Setup Mail TX	1.Sender Subject		Displays the subject that is attached to the Internet Fax data.	
			2.Size Limit	On **Off***	Limits the size of E-mail documents.	
			3.Notification	On **Off***	Sends notification messages.	
		4.Setup Relay	1.Rly Broadcast	On **Off***	Relays a document to another fax machine.	
			2.Relay Domain	RelayXX:	Registers the Domain name.	
			3.Relay Report	On **Off***	Prints the Relay Broadcast Report.	

Main Menu	Submenu	Menu Selections		Options	Descriptions	Page
6.LAN (MFC-8870DW) (Continued)	4.Scan to Email	1.Color		**PDF*** JPEG	Chooses the file format to send the scanned data.	*See Network User's Guide on the CD-ROM.*
		2.B/W		**PDF*** TIFF		
	5.Scan to FTP	1.Color		**PDF*** JPEG		
		2.B/W		**PDF*** TIFF		
	6.Fax to Server			On **Off***	You can store a prefix/suffix address in the machine and can send a document from a fax server system.	
	7.Time Zone			UTC-XX:XX	Sets the time zone for your country.	
	0.Factory Reset	1.Reset		1.Yes 2.No	Restore all network settings to factory default.	
		2.Exit				

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
7.Machine Info.	1.Serial No.	—	—	Lets you check the serial number of your machine.	132
	2.Page Counter	—	Total Copy Print List/Fax	Lets you check the number of total pages the machine has printed during its life.	132
	3.Parts Life	1.Drum 2.Fuser 3.Laser 4.PF Kit MP 5.PF Kit 1 6.PF Kit 2	—	Checks the percentage of a machine part's life that remains available.	133
0.Initial Setup	1.Receive Mode	—	**Fax Only*** Fax/Tel External TAD Manual	Chooses the receive mode that best suits your needs.	40
	2.Date/Time	—	—	Puts the date and time on the LCD and in headings of faxes you send.	*See Quick Setup Guide.*
	3.Station ID	—	Fax: Tel: Name:	Sets your name and fax number to appear on each page you fax.	
	4.Tone/Pulse (Canada only)	—	**Tone*** Pulse	Chooses the dialing mode.	
	4.Dial Tone (USA only) 5.Dial Tone (Canada only)	—	Detection **No Detection***	You can shorten the dial tone detect pause.	109
	0.Local Language (Canada only)	—	**English*** French	Allows you to change the LCD language for your country.	*See Quick Setup Guide.*

Entering Text

When setting certain menu selections, such as the Station ID, you will need to type text characters. The dial pad keys have letters printed above them. The keys: 0, # and ✳ do *not* have printed letters because they are used for special characters.

Press the appropriate dial pad key the required number of times to access the characters below:

(For setting an e-mail address)

Press Key	one time	two times	three times	four times	five times	six times	seven times	eight times
2	a	b	c	A	B	C	2	a
3	d	e	f	D	E	F	3	d
4	g	h	i	G	H	I	4	g
5	j	k	l	J	K	L	5	j
6	m	n	o	M	N	O	6	m
7	p	q	r	s	P	Q	R	S
8	t	u	v	T	U	V	8	t
9	w	x	y	z	W	X	Y	Z

(For setting other menu selections)

Press Key	one time	two times	three times	four times
2	A	B	C	2
3	D	E	F	3
4	G	H	I	4
5	J	K	L	5
6	M	N	O	6
7	P	Q	R	S
8	T	U	V	8
9	W	X	Y	Z

Inserting spaces

To enter a space in a fax number, press ▶ once between numbers. To enter a space in a name, press ▶ twice between characters.

Making corrections

If you entered a letter incorrectly and want to change it, press ◀ to move the cursor under the incorrect character, press **Clear/Back**.

Repeating letters

To enter a character on the same key as the previous character, press ▶ to move the cursor right before pressing the key again.

Special characters and symbols

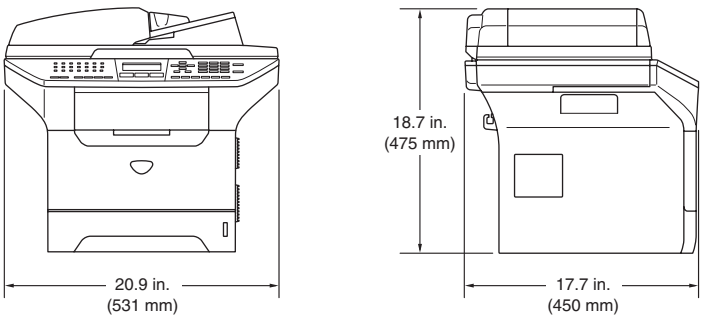
Press ✳, **#** or **0**, then press ◀ or ▶ to move the cursor under the symbol or character you want. Press **OK** to select it.

Press ✳	for	(space) ! " # $ % & ' ( ) ✳ + , - . / €[1]
Press **#**	for	: ; < = > ? @ [ ] ^ _
Press **0**	for	Á À Ã Â Ç É È Ê Ë Í Î Ï Ó Õ Ô Ö Œ Ú Ù Û Ø

[1] € is not available for I-Fax settings.

E Specifications

General

Memory Capacity	32 MB
ADF (automatic document feeder)	Up to 50 pages (Staggered) Duplex, Letter/A4 size only (MFC-8860DN/8870DW) Recommended Environment: Temperature: 68° F to 86° F (20 to 30° C) Humidity: 50% - 70% Paper: Xerox 4200 or Xerox 4024 (20 lb/Letter)
Paper Tray	250 Sheets [20 lb (80 g/m^2)]
Printer Type	Laser
Print Method	Electrophotography by semiconductor laser beam scanning
LCD (liquid crystal display)	22 characters × 5 lines
Power Source	100-120 V AC 50/60 Hz
Power Consumption	Copying: Average 660 W Sleep: Average 17 W Standby: Average 85 W
Dimensions	
Weight	Without Drum/Toner Unit: (MFC-8460N) 36.4 lb (16.5 kg) (MFC-8860DN and MFC-8870DW) 36.9 lb (16.7 kg)
Noise level	Sound power Operating (Copying): LWAd = 7.0 Bell Standby: LWAd = 4.6 Bell Sound pressure Operating (Copying): LpAm = 55 dBA Standby: LpAm = 30 dBA
Temperature	Operating: 50° F to 90.5° F (10 to 32.5° C) Storage: 32° F to 104° F (0 to 40° C)
Humidity	Operating: 20 to 80% (without condensation) Storage: 10 to 90% (without condensation)

Print media

Paper Input	**Paper Tray** ■ Paper type: Plain paper, Bond Paper, Recycled paper or Transparencies ■ Paper size: Letter, Legal, A4, Executive, A5, A6, B5, B6 and Folio ■ Paper Weight: 16 to 28 lb (60 to 105 g/m^2) ■ Maximum paper tray capacity: Up to 250 sheets of 20 lb (80 g/m^2) plain paper or up to 10 transparencies **Multi-purpose tray (MP tray)** ■ Paper type: Plain paper, Recycled paper, Transparencies, Envelopes, Bond paper or Labels ■ Paper size: Width: 2.75 to 8.5 in. (69.9 to 215.9 mm) Length: 4.57 to 16 in. (116.0 to 406.4 mm) ■ Paper Weight: 16 to 43 lb (60 to 161 g/m^2) ■ Maximum paper tray capacity: Up to 50 sheets of 20 lb (80 g/m^2) plain paper
Paper Output	Up to 150 sheets (Face down print delivery to the output paper tray)

Fax

Compatibility	ITU-T Group 3
Duplex Fax (Receive)	Yes (MFC-8860DN and MFC-8870DW only)
Coding System	MH/MR/MMR/JBIG
Modem Speed	Automatic Fallback: 33600 bps
Single-Sided Document Size	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm) ADF Height: 5.8 to 14 in. (148.0 to 355.6 mm) Scanner Glass Width: Max. 8.5 in. (215.9 mm) Scanner Glass Height: Max. 14 in. (355.6 mm)
2-Sided (Duplex) Document Size (MFC-8860DN and MFC-8870DW only)	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm) ADF Height: 5.8 to 11.7 in. (148.0 to 297.0 mm)
Scanning Width	Max. 8.2 in. (208 mm)
Printing Width	Max. 8.2 in. (208 mm)
GrayScale	256 levels
Polling Types	Standard, Sequential
Contrast Control	Automatic/Light/Dark (manual setting)
Resolution	■ Horizontal 203 dot/inch (8 dot/mm) ■ Vertical Standard: 98 line/inch (3.85 line/mm) Fine: 196 line/inch (7.7 line/mm) Photo: 196 line/inch (7.7 line/mm) Superfine: 392 line/inch (15.4 line/mm)
One-Touch Dial	40 (20 × 2)
Speed-Dial	300 stations
Broadcasting	390 stations
Automatic Redial	Yes,1 time after 5 minutes
Auto Answer	0, 1, 2, 3 or 4 rings
Communication Source	Public switched telephone network.
Memory Transmission	Up to 600 [1] /500 [2] pages
Out of Paper Reception	Up to 600 [1] /500 [2] pages

[1] ‘Pages’ refers to the ‘Brother Standard Chart No. 1’ (a typical business letter, Standard resolution, JBIG code). Specifications and printed materials are subject to change without prior notice.

[2] ‘Pages’ refers to the ‘ITU-T Test Chart #1’ (a typical business letter, Standard resolution, JBIG code). Specifications and printed materials are subject to change without prior notice.

Copy

Color/Monochrome	Monochrome
Duplex Copying	Yes (MFC-8860DN and MFC-8870DW only)
Single-Sided Document Size	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm) ADF Height: 5.8 to 14 in. (148.0 to 355.6 mm) Scanner Glass Width: Max. 8.5 in. (215.9 mm) Scanner Glass Height: Max. 14 in. (355.6 mm) Copy Width: Max. 8.32 in. (211.3 mm)
2-Sided (Duplex) Document Size (MFC-8860DN and MFC-8870DW only)	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm) ADF Height: 5.8 to 11.7 in. (148.0 to 297.0 mm)
Multiple Copies	Stacks or Sorts up to 99 pages
Reduce/Enlarge	25% to 400% (in increments of 1%)
Resolution	Up to 1200 × 600 dpi [1]
First Copy Out Time	Approx. 10.5 seconds

[1] When making a copy from the scanner glass in text quality mode at the 100% ratio.

Scan

Color/Monochrome	Yes
Duplex Scanning	Yes (MFC-8860DN and MFC-8870DW only)
TWAIN Compliant	Yes (Windows® 98/98SE/Me/2000 Professional/XP/Windows NT® Workstation Version 4.0)
	Mac OS® 9.1 - 9.2/Mac OS® X 10.2.4 or greater
WIA Compliant	Yes (Windows® XP)
Color Depth	24 bit color
Resolution	Up to 19200 × 19200 dpi (interpolated) [1]
	Up to 600 × 2400 dpi (optical) [2]
Single-Sided Document Size	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm)
	ADF Height: 5.8 to 14 in. (148.0 to 355.6 mm)
	Scanner Glass Width: Max. 8.5 in. (215.9 mm)
	Scanner Glass Height: Max. 14 in. (355.6 mm)
2-Sided (Duplex) Document Size (MFC-8860DN and MFC-8870DW only)	ADF Width: 5.8 to 8.5 in. (148.0 to 215.9 mm)
	ADF Height: 5.8 to 11.7 in. (148.0 to 297.0 mm)
Scanning Width	Max. 8.35 in. (212 mm)
Gray Scale	256 levels

[1] Maximum 1200 × 1200 dpi scanning with the WIA diver in Windows® XP (resolution up to 19200 × 19200 dpi can be chosen by using the Brother scanner utility)

[2] When using the scanner glass

Print

Emulation	PCL6 BR-Script (PostScript) Level 3 IBM® Proprinter XL Epson® FX-850™
Printer Driver	Brother GDI (Graphic Device Interface) printer driver support for Windows® 98/98SE/Me/2000 Professional/XP/Windows NT® Workstation Version 4.0 Brother Laser Driver for Mac OS® 9.1 - 9.2/Mac OS® X 10.2.4 or greater
Resolution	1200 dpi [1], HQ1200 (2400 × 600 dpi), 600 dpi, 300 dpi
Print Speed	Up to 30 pages/minute (Letter size) [2]
Duplex Printing	Up to 13 sides/minute (6.5 pages) (MFC-8860DN and MFC-8870DW only)
First Print	Less than 8.5 seconds

[1] If you use the high quality 1200 dpi setting (1200 × 1200 dpi) the print speed will be slower.

[2] From standard paper tray and optional paper tray.

Interfaces

Parallel	A bi-directional shielded parallel cable that is IEEE 1284 compliant and no longer than 6 feet (2.0 m).
USB	A USB 2.0 interface cable that is not longer than 6 feet (2.0 m). [1]
LAN cable	Ethernet UTP cable category 5 or greater.
Wireless LAN (MFC-8870DW only)	Your machine supports IEEE 802.11b/g wireless communication with your wireless LAN using Infrastructure mode or a wireless Peer-to-Peer connection in Ad-hoc mode.

[1] Your machine has a USB 2.0 High-speed interface. The machine can also be connected to a computer that has a USB 1.1 interface.

Computer requirements

Minimum System Requirements and Supported PC Software Functions								
Computer Platform & Operating System Version		**Supported PC Software Functions**	**PC Interface**	**Processor Minimum Speed**	**Minimum RAM**	**Recommended RAM**	**Available Hard Disk Space**	
							For Drivers	**For Applications**
Windows® Operating System	98, 98SE	Printing, PC Fax [3], Scanning [4]	Parallel, USB, Ethernet	Intel® Pentium® II or equivalent	32 MB	128 MB	90 MB	130 MB
	Me		Parallel, USB, Ethernet					
	NT® Workstation 4.0		Parallel, Ethernet		64 MB	256 MB		
	2000 Professional		Parallel, USB, Ethernet					
	XP Home [1] XP Professional [1]		Parallel, USB, Ethernet		128 MB	256 MB	150 MB	220 MB
	XP Professional x64 bit Edition [1]		Parallel, USB, Ethernet	AMD Opteron™ AMD Athlon™ 64 Intel® Xeon™ with Intel® EM64T Intel® Pentium® 4 with Intel® EM64T	256 MB	512 MB	150 MB	220 MB
Apple® Macintosh® Operating System	OS 9.1 - 9.2	Printing, PC Fax Send, Scanning [2]	USB, Ethernet	All base models meet minimum Requirements		64 MB	80 MB	200 MB
	OS X 10.2.4 or greater	Printing, PC Fax Send, Scanning [2]	USB, Ethernet		128 MB	160 MB		

1 For WIA, 1200x1200 resolution. Brother Scanner Utility enables to enhance up to 19200 x 19200 dpi

2 Dedicated "Scan to" key functions only in the Mac OS® X 10.2.4 or greater.

3 Network PC Fax Receive not supported in Windows NT® Workstation 4.0.

4 Network Scanning not supported in Windows NT® Workstation 4.0 and Mac OS® 9.1-9.2
(Scan to Email Server <MFC-8860DN/8870DW only> and Scan to FTP are supported).

Consumable items

Toner Cartridge Life	**TN-550**: Standard Toner Cartridge: Approx. 3,500 pages [1]
	TN-580: High-Yield Toner Cartridge: Approx. 7,000 pages [1]
Drum Unit Life Expectancy	**DR-520**: Approx. 25,000 pages

[1] When printing Letter or A4 size paper at 5% print coverage

Ethernet wired network (MFC-8460N and MFC-8860DN only)

Model name	NC-6400h
LAN	You can connect your machine to a network for Network Printing, Network Scanning, PC Fax and Remote Setup. [1]
Support for	Windows® 98/98SE/Me/2000/XP/Windows NT® Workstation Version 4.0 Mac OS® 9.1 - 9.2/Mac OS® X 10.2.4 or greater [2]
Protocols	IPv4: TCP/IP ARP, RARP, BOOTP, DHCP, APIPA (Auto IP), ICMP, WINS/NetBIOS, DNS, mDNS, LPR/LPD, Port/Port9100, NetBIOS Print, IPP, FTP Server, Telnet, SNMP, HTTP, TFTP, SMTP Client POP3, LDAP (MFC-8860DN only) IPv6: TCP/IP ICMPv6, NDP, DNS, mDNS, LPR/LPD, Port/Port9100, IPP, FTP Server, Telnet, SNMP, HTTP, TFTP, SMTP Client POP3, LDAP (MFC-8860DN only)
Network type	Ethernet 10/100 BASE-TX Auto Negotiation (Wired LAN)
Management utilities	BRAdmin Professional for Windows® 98/98SE/Me/2000/XP BRAdmin Light for Mac OS® X 10.2.4 or greater Web BRAdmin for Windows® 2000 Professional/Server/Advanced Server, XP Professional (IIS) [3] Client computers with a web browser supporting Java™ [3]

1 PC Fax Send for Mac®

2 Mac OS® 9.1 - 9.2 (Brother Laser Driver over TCP/IP)
Mac OS® X 10.2.4 or greater (mDNS)
Dedicated ‘Scan’ key and direct Network Scanning supported in Mac OS® X 10.2.4 or greater.

3 Web BRAdmin is available as a download from http://solutions.brother.com

Ethernet wireless network (MFC-8870DW only)

Model name	NC-7200w
LAN	You can connect your machine to a network for Network Printing, Network Scanning, PC Fax and Remote Setup [1].
Support for	Windows® 98/98SE/Me/2000/XP/Windows NT® Workstation Version 4.0 Mac OS® 9.1 - 9.2/Mac OS® X 10.2.4 or greater [2]
Protocols	IPv4: TCP/IP ARP, RARP, BOOTP, DHCP, APIPA (Auto IP), ICMP, WINS/NetBIOS, DNS, mDNS, LPR/LPD, Port/Port9100, NetBIOS Print, IPP, FTP Server, Telnet, SNMP, HTTP, TFTP, SMTP Client, POP3, LDAP IPv6: TCP/IP ICMPv6, NDP, DNS, mDNS, LPR/LPD, Port/Port9100, IPP, FTP Server, Telnet, SNMP, HTTP, TFTP, SMTP Client POP3, LDAP
Network type	IEEE 802.11 b/g (Wireless LAN) [3]
Management utilities	BRAdmin Professional for Windows® 98/98SE/Me/2000/XP BRAdmin Light for Mac OS® X 10.2.4 or greater Web BRAdmin for Windows® 2000 Professional / Server / Advanced Server, XP Professional (IIS) [4] Client computers with a web browser supporting Java™ [4]

1 PC Fax Send for Mac®

2 Mac OS® 9.1 - 9.2 (Brother Laser Driver over TCP/IP)
Mac OS® X 10.2.4 or greater (mDNS)
Dedicated ‘Scan’ key and direct Network Scanning supported in Mac OS® X 10.2.4 or greater.

3 Wireless LAN is not available for Mac OS® 9.1 - 9.2.

4 Web BRAdmin is available as a download from http://solutions.brother.com

Authentication and encryption for wireless users only

Authentication method

The Brother machine supports the following methods:

- Open system

  Wireless devices are allowed to access the network without any authentication.

- Shared key

  A secret pre-determined key is shared by all devices that will access the wireless network. The Brother machine uses the WEP keys as the pre-determined key.

- WPA-PSK

  Enables a Wi-FI Protected Access Pre-Shared key (WPA-PSK), which enables the Brother wireless machine to associate with access points using TKIP encryption (WPA-Personal).

- LEAP

  Cisco LEAP (Light Extensible Authentication Protocol) has been developed by Cisco Systems, Inc. and enables the Brother wireless product to associate with access points using CKIP and CMIC encryptions.

Encryption methods

Encryption is used to secure the data that is sent over the wireless network. The Brother machine supports the following encryption methods:

- WEP

  By using WEP (Wired Equivalent Privacy), the data is transmitted and received with a secure key.

- TKIP

  TKIP (Temporal Key Integrity Protocol) provides per-packet key mixing a message integrity check and re-keying mechanism.

- AES

  AES (Advanced Encryption Standard) is Wi-Fi® authorized strong encryption standard.

- CKIP

  The original Key Integrity Protocol for LEAP by Cisco Systems, Inc.

Network key

There are some rules for each security method:

- Open system/Shared key with WEP

  This key is a 64-bit or 128-bit value that must be entered in an ASCII or hexadecimal format.

  - 64 (40) bit ASCII:

    Uses 5 text characters.
    e.g.“WSLAN” (this is case sensitive).

- 64 (40) bit hexadecimal:

  Uses 10 digits of hexadecimal data.
  e.g.“71f2234aba”

- 128 (104) bit ASCII:

  Uses 13 text characters.
  e.g.“Wirelesscomms” (this is case sensitive)

- 128 (104) bit hexadecimal:

  Uses 26 digits of hexadecimal data.
  e.g.“71f2234ab56cd709e5412aa2ba”

■ WPA-PSK and TKIP/AES

Uses a Pre-Shared Key (PSK) that is more than 7 and less than 64 characters in length.

F Glossary

ADF (automatic document feeder)
The document can be placed in the ADF and scanned one page at a time automatically.

Auto Reduction
Reduces the size of incoming faxes.

Automatic fax transmission
Sending a fax without picking up the handset of the external phone or pressing **Hook**.

Automatic Redial
A feature that enables your machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.

Backup Print
Your machine prints a copy of every fax that is received and stored in memory.This is a safety feature so you will not lose messages during a power failure.

Batch Transmission
As a cost saving feature, all delayed faxes to the same fax number will be sent as one transmission.

Beeper Volume
Volume setting for the beep when you press a key or make an error.

Broadcasting
The ability to send the same fax message to more than one location.

Caller ID
A service purchased from the telephone company that lets you see the number (or name) of the party calling you.

Cancel Job
Cancels a programmed job, like Delayed Fax or Polling.

CNG tones
The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that a fax machine is calling.

Coding method
Method of coding the information contained in the document. All fax machines must use a minimum standard of Modified Huffman (MH). Your machine is capable of greater compression methods, Modified Read (MR), Modified Modified Read (MMR) and JBIG, if the receiving machine has the same capability.

Communication error (or Comm. Error)
An error during fax sending or receiving, usually caused by line noise or static.

Compatibility group
The ability of one fax unit to communicate with another. Compatibility is assured between ITU-T Groups.

Contrast
Setting to compensate for dark or light documents, by making faxes or copies of dark documents lighter and light documents darker.

Delayed Fax
Sends your fax at a specified later time that day.

Distinctive Ring
A subscriber service purchased from the telephone company that gives you another phone number on an existing phone line. The Brother machine uses the new number to simulate a dedicated fax line.

Dual Access
Your machine can scan outgoing faxes or scheduled jobs into memory at the same time it is sending a fax or receiving or printing an incoming fax.

Easy Receive

Enables your machine to respond to CNG tones if you interrupt a fax call by answering it.

ECM (Error Correction Mode)

Detects errors during fax transmission and resends the pages of the fax that had an error.

Extension phone

A telephone on the fax number that is plugged into a separate telephone wall jack.

External phone

A telephone that is plugged into the EXT jack of your machine.

F/T Ring Time

The length of time that the Brother machine rings (when the Receive Mode setting is Fax/Tel) to notify you to pick up a voice call that it answered.

Fax Forwarding

Sends a fax received into the memory to another pre-programmed fax number.

Fax Journal

Lists information about the last 200 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Fax Receive Code

Press this code (✳ 5 1) when you answer a fax call on an extension or external phone.

Fax Storage

You can store faxes in memory.

Fax tones

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fax/Tel

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fine resolution

Resolution is 203 × 196 dpi. It is used for small print and graphs.

Gray scale

The shades of gray available for copying and faxing photographs.

Group number

A combination of One-Touch and Speed-Dial numbers that are stored on a One-Touch key or in a Speed-Dial location for Broadcasting.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the User's Guide with you.

Journal Period

The pre-programmed time period between automatically printed Fax Journal Reports. You can print the Fax Journal on demand without interrupting the cycle.

LCD (liquid crystal display)

The display screen on the machine that shows interactive messages during On-Screen Programming and shows the date and time when the machine is idle.

Manual fax

When you lift the handset of your external telephone or press **Hook** so you can hear the receiving fax machine answer before you press **Start** to begin transmission.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

The bundled ScanSoft® OmniPage® software application converts an image of text to text you can edit.

One-Touch

Keys on the machine's control panel where you can store numbers for easy dialing. You can store a second number on each key if you press **Shift** and the One-Touch Key together.

Out of Paper Reception

Receives faxes into the machine's memory when the machine is out of paper.

Overseas Mode

Makes temporary changes to the fax tones to accommodate noise and static on overseas phone lines.

Paging

This feature enables your machine to call your pager when a fax is received into its memory. The machine will also page for voice messages.

Pause

Allows you to place a 3.5 second delay in the dialing sequence stored on One-Touch keys and Speed-Dial numbers. Press **Redial/Pause** as many times as needed for longer pauses.

Polling

The process of a fax machine calling another fax machine to retrieve waiting fax messages.

Pulse

A form of rotary dialing on a telephone line.

Quick Dial List

A listing of names and numbers stored in One-Touch and Speed-Dial memory, in numerical order.

Real Time Transmission

When memory is full, you can send faxes in real time.

Remaining jobs

You can check which jobs are waiting in memory and cancel jobs individually.

Remote Access Code

Your own four-digit code (– – –✳) that allows you to call and access your machine from a remote location.

Remote Retrieval Access

The ability to access your machine remotely from a touch tone phone.

Resolution

The number of vertical and horizontal lines per inch. See: Standard, Fine, Super Fine and Photo.

Ring Delay

The number of rings before the machine answers in `Fax Only`, `Fax/Tel` mode.

Ring Volume

Volume setting for the machine's ring.

Scanning

The process of sending an electronic image of a paper document into your computer.

Search

An electronic, alphabetical listing of stored One-Touch, Speed-Dial and Group numbers.

Speed-Dial

A pre-programmed number for easy dialing. You must hold down **Shift** as you press **Search/Speed Dial**, then enter the three-digit Speed-Dial location and press **Start** to begin the dialing process.

Station ID

The stored information that appears on the top of faxed pages. It includes the sender's name and fax number.

TAD (telephone answering device)

You can connect an external device or answering machine to the EXT. jack of your machine.

Telephone Answer Code (Fax/Tel mode only)

When the machine answers a voice call, it pseudo/double-rings. You can pick up at an extension phone by pressing this code (**# 5 1**).

Temporary settings

You can select certain options for each fax transmission and copy without changing the default settings.

Tone

A form of dialing on the telephone line used for Touch Tone telephones.

Transmission

The process of sending faxes over the phone lines from your machine to the receiving fax machine.

Transmission Verification Report

A report for each transmission, that shows its date, time and number.

User Settings

A printed report that shows the current settings of the machine.

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EQUIPMENT ATTACHMENT LIMITATIONS
(Canada only)

NOTICE

This product meets the applicable Industry Canada technical specifications.

NOTICE

The Ringer Equivalence Number is an indication of the maximum number of devices allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the RENs of all the devices does not exceed five.

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These machines are made for use in the USA and Canada only. We cannot recommend using them overseas because it may violate the Telecommunications Regulations of that country and the power requirements of your multi-function center may not be compatible with the power available in foreign countries. **Using USA or Canada models overseas is at your own risk and may void your warranty**.

USA/CAN